

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Address of Rental Unit]

RE: THIRTY (30) DAY NOTICE TO VACATE FOR RECURRING LATE PAYMENTS

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement for the property located at [Property Address] will be terminated in thirty (30) days. You are required to vacate the premises by [Date - 30 days from notice].

This action is being taken due to chronic and recurring late payment of rent. Our records indicate that rent was paid after the due date on the following occasions:

- [Date of Late Payment 1]
- [Date of Late Payment 2]
- [Date of Late Payment 3]

These recurring delays constitute a breach of your lease agreement regarding the timely payment of rent. As a result, your tenancy is being terminated and your lease will not be renewed or allowed to continue.

Please ensure that all personal belongings are removed and the keys are returned to the landlord by 5:00 PM on [Move-out Date]. A move-out inspection will be scheduled for [Inspection Date/Time].

Your security deposit of \$[Amount] will be handled in accordance with state law and the terms of your lease, less any deductions for unpaid rent or damages beyond normal wear and tear.

Sincerely,

[Landlord/Manager Name]

[Landlord/Manager Signature]

[Phone Number]

[Email Address]