

NOTICE OF IMPENDING EVICTION FILING

Date: [Insert Date]

To: [Tenant Name]
And all other occupants
[Property Address]
[City, State, Zip Code]

Dear [Tenant Name],

This letter serves as formal notice that I intend to file an eviction lawsuit against you in the [Insert Name of Court] on or after [Insert Date], unless the following issue is resolved immediately:

Reason for Potential Filing: [Insert Reason, e.g., Non-payment of rent in the amount of \$0.00 / Material breach of lease agreement]

To prevent this legal action, you must take the following steps by [Insert Deadline Time/Date]:

- [Insert Action Required, e.g., Pay the total outstanding balance of \$0.00]
- [Insert Secondary Requirement, e.g., Remedy the lease violation described as follows: (Insert Details)]

If you fail to comply with this notice, an eviction action will be filed without further warning. Please be advised that an eviction filing may result in a court judgment against you, the involvement of the Sheriff for removal, and may negatively impact your credit score and future rental history.

If you have already vacated the premises or have made payment in full, please contact me immediately at [Insert Phone Number].

Sincerely,

[Landlord/Manager Signature]
[Landlord/Manager Printed Name]
[Contact Address]
[Phone Number]