

[Your Name/Law Firm Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Clerk of the Court Name]

[Court Name]

[Court Address]

[City, State, Zip Code]

RE: Complaint for Eviction (Breach of Lease)

Plaintiff: [Landlord Name]

Defendant: [Tenant Name]

Property Address: [Full Rental Property Address]

Dear Clerk of the Court,

Enclosed for filing please find the original and [Number] copies of the Complaint for Eviction based on a Breach of Lease for the above-referenced matter.

Also enclosed are the following supporting documents:

- A copy of the residential lease agreement;
- A copy of the [Number]-Day Notice to Cure or Quit served on the Defendant;
- Proof of Service for the aforementioned notice;
- Check # [Check Number] in the amount of \$[Amount] for the required filing fees.

Please file the Complaint and return a date-stamped "File-Marked" copy to me in the provided self-addressed stamped envelope. Please also issue the Summons for service of process.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]