

[Your Name/Law Firm Name]
[Street Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name/Tenant Name]
[Street Address]
[City, State, Zip Code]

RE: NOTICE OF RESCHEDULED COURT HEARING

Case Number: [Case Number]

Property Address: [Rental Property Address]

To [Recipient Name],

Please be advised that the eviction court hearing regarding the above-referenced case has been rescheduled.

The original hearing date of [Original Date] at [Original Time] has been canceled. The new hearing details are as follows:

- **New Date:** [New Date]
- **New Time:** [New Time]
- **Location:** [Court Name/Room Number]
- **Address:** [Court Street Address, City, State, Zip Code]

This rescheduling is due to [Brief Reason: e.g., Court unavailability / Request by Plaintiff / Request by Defendant].

Please ensure you appear at the new date and time listed above. Failure to appear may result in a default judgment being entered against you.

If you have any questions regarding this change, please contact [Name/Office] at [Phone Number] or the Clerk of Court.

Sincerely,

[Your Signature]

[Your Printed Name]