

[Landlord Name]
[Landlord Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Tenant Name]
[Tenant Address]
[City, State, Zip Code]

RE: Notice of Court Hearing Regarding Eviction

Dear [Tenant Name],

Enclosed you will find a formal Summons and Complaint filed with the [Name of Court]. This legal action has been initiated to regain possession of the property located at [Rental Property Address].

A court hearing has been scheduled as follows:

- **Date:** [Hearing Date]
- **Time:** [Hearing Time]
- **Location:** [Courtroom Number/Address]

You are required to appear at this hearing to respond to the complaint. Failure to appear may result in a default judgment issued against you, which may include your immediate removal from the property and a judgment for any unpaid rent, late fees, and legal costs.

If you have any questions regarding your legal rights, you should consult with an attorney or a legal aid organization immediately.

Sincerely,

[Landlord Signature]

[Landlord Printed Name]