

Date: [Date]

To: [Tenant Name]

Address: [Property Address]

City, State, Zip: [City, State, Zip]

RE: NOTICE OF EVICTION COURT HEARING

Dear [Tenant Name],

This letter serves as formal notification that a legal proceeding for eviction regarding the premises located at [Property Address] has been scheduled.

The details of the court hearing are as follows:

- **Court Name:** [Name of Court]
- **Court Address:** [Full Court Address]
- **Courtroom/Department:** [Number or Name]
- **Case Number:** [Insert Case Number]
- **Date of Hearing:** [Date]
- **Time of Hearing:** [Time]

The purpose of this hearing is to address the Complaint for Eviction filed on [Date Complaint Was Filed] due to [Reason for Eviction, e.g., Non-payment of rent / Lease violation].

You are required to appear at the time and location listed above. Failure to appear may result in a default judgment granted in favor of the landlord, which may include an order for your immediate removal from the property and a money judgment for any unpaid rent or damages.

You have the right to be represented by legal counsel at this hearing. Please bring all evidence, witnesses, and documentation relevant to your case to the court.

Sincerely,

[Landlord/Manager Signature]

[Printed Name]

[Phone Number]

[Email Address]