

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

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

RE: Court Hearing Outcome - Case No: [Court Case Number]

Dear [Tenant Name],

This letter is to formally notify you of the outcome of the eviction hearing held on [Date of Hearing] at the [Name of Court] regarding the property located at [Rental Property Address].

The court has issued the following judgment:

- **Possession:** The court has granted [Landlord Name] legal possession of the property.
- **Vacate Date:** You are required to fully vacate the premises and remove all personal belongings no later than [Time] on [Date].
- **Monetary Judgment:** The court has ordered you to pay a total amount of \$[Total Amount Ordered]. This includes:
 - Past due rent: \$[Amount]
 - Late fees: \$[Amount]
 - Court costs/Legal fees: \$[Amount]
 - Damages (if applicable): \$[Amount]

If you have not vacated the property by the date and time specified above, a Writ of Restitution will be filed, and the [Local Sheriff/Constable Office] will be contacted to perform a physical eviction.

Please ensure all keys are returned to [Location/Person] upon your departure. Failure to remove your belongings by the deadline may result in them being disposed of or stored at your expense in accordance with state law.

Regarding the monetary judgment, please contact [Name/Office] at [Phone Number] to discuss payment arrangements and avoid further legal action or credit reporting.

Sincerely,

[Your Signature]
[Your Printed Name]