

DATE: [Date]

TO: [Tenant/Occupant Name]

ADDRESS: [Property Address]

RE: NOTICE OF PENDING LAW ENFORCEMENT PROPERTY LOCKOUT

Dear [Tenant/Occupant Name],

This letter serves as formal notification that a legal judgment for possession of the premises located at [Property Address] has been entered in favor of [Landlord/Property Manager Name].

The [County/City] Sheriff's Department has been instructed to perform a formal eviction and lockout. The scheduled date and time for this action is:

LOCKOUT DATE: [Date of Lockout]

LOCKOUT TIME: [Time of Lockout]

At this time, law enforcement will arrive to remove all occupants from the premises and return legal possession to the owner. The locks will be changed immediately upon their arrival.

To avoid the presence of law enforcement and the forced removal of your belongings, you are strongly encouraged to vacate the property, remove all personal items, and return the keys to [Location/Office] prior to the date listed above.

Please be advised that any personal property remaining on the premises after the lockout may be considered abandoned and handled in accordance with state and local laws.

Sincerely,

[Your Name/Company Name]

[Your Phone Number]

[Your Email Address]