

FINAL WARNING NOTICE TO VACATE

Date: [Current Date]

To: [Tenant Name]

Address: [Rental Property Address]

Unit: [Unit Number, if applicable]

Dear [Tenant Name],

This letter serves as a formal final warning regarding your delinquent rent. As of today, your account remains unpaid in the total amount of \$[Total Amount Due], which includes base rent and accrued late fees for the period of [Date Range].

Despite previous notices, we have not received the full balance due. You are hereby notified that you must fulfill one of the following actions within [Number of Days, e.g., 3] days of receiving this notice:

- Pay the full balance of \$[Total Amount Due] in certified funds.
- Vacate the premises and return all keys to the management office.

Failure to comply with this notice will result in immediate legal action to recover possession of the property and all outstanding debts. This will include the filing of a formal eviction lawsuit, which may negatively impact your credit score and future rental history.

Please govern yourself accordingly.

Sincerely,

[Landlord or Property Manager Name]

[Contact Phone Number]

[Payment Address]