

SEVEN-DAY NOTICE TO PAY RENT OR QUIT

Date: [Date of Notice]

To: [Tenant Name(s)]

Address: [Rental Property Address]

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

PLEASE TAKE NOTICE that you are currently in default in the payment of rent for the premises described above.

According to the terms of your rental agreement, there is now due and unpaid rent in the total amount of: **[\$Total Amount Due]**.

The aforementioned amount covers the following period(s):
[List Months/Periods and corresponding amounts]

WITHIN SEVEN (7) DAYS after service of this notice upon you, you are required to pay the full amount of rent due or move out and deliver possession of the premises to the landlord.

Payment must be made to: [Landlord/Manager Name]
At the following address: [Payment Address]

If you fail to pay the rent in full or vacate the premises within the seven (7) day period, legal proceedings will be instituted against you to recover possession of the premises, to recover the rent due, and to seek any additional damages allowed by law.

Sincerely,

[Landlord/Agent Signature]

[Landlord/Agent Printed Name]

[Phone Number]

PROOF OF SERVICE

I, the undersigned, being at least 18 years of age, declare that I served this notice on [Date] by:

- Delivering a copy to the tenant personally.
- Leaving a copy with a person of suitable age and discretion at the residence/business AND mailing a copy to the tenant.
- Posting a copy in a conspicuous place on the property AND mailing a copy to the tenant.

Signed by: _____