

FINAL NOTICE TO VACATE PRIOR TO EVICTION PROCEEDINGS

Date: [Date]

To: [Primary Tenant Names]
And All Other Occupants
Property Address: [Full Property Address]

RE: NOTICE OF LEASE VIOLATION - UNAPPROVED ADDITIONAL OCCUPANTS

Dear [Tenant Names],

This letter serves as formal final notice that you are in material breach of your residential lease agreement dated [Lease Start Date] regarding the unauthorized occupancy of the premises.

It has been determined that the following individual(s) are residing at the property without written consent from the Landlord/Management: **[Name of Unauthorized Occupant(s)]**.

Your lease agreement specifically limits occupancy to those individuals listed on the lease. The presence of these additional occupants is a direct violation of [Section/Paragraph Number] of your agreement.

DEMAND FOR ACTION:

The unauthorized occupant(s) must vacate the premises and remove all personal belongings no later than **[Deadline Date]** at **[Time]**.

Failure to comply with this demand will result in the immediate commencement of legal eviction proceedings against you and all other occupants. Please be advised that an eviction filing may negatively impact your credit score and your ability to rent future housing. Furthermore, you may be held liable for all legal fees, court costs, and process server fees incurred during this process.

If the unauthorized individuals have already vacated, you must contact the management office immediately at [Phone Number] to schedule an inspection to verify compliance.

Governing yourself accordingly,

[Landlord/Manager Signature]
[Printed Name]
[Phone Number]
[Email Address]