

NOTICE TO VACATE FOR LEASE DEFAULT

Date: [Insert Date]

To: [Tenant Name/Company Name]

Attn: [Contact Person, if applicable]

Address: [Property Address and Suite Number]

RE: Notice of Lease Termination and Demand to Vacate Premises

Dear [Tenant Name],

You are hereby notified that you are in default of your Commercial Lease Agreement dated [Original Lease Date] for the premises located at [Full Address of the Property].

This default is due to your failure to maintain and/or pay for essential utilities as required under Section [Insert Section Number] of the Lease Agreement. Specifically, the following utility accounts are in arrears or have been disconnected: [List Utilities, e.g., Electricity, Water, Gas].

Pursuant to the terms of your Lease and local laws, the Landlord has elected to terminate your tenancy. You are hereby required to quit and deliver up possession of the premises to the Landlord on or before [Insert Move-Out Date/Time].

Failure to vacate the premises by the aforementioned date will result in the commencement of legal proceedings for eviction and the recovery of possession, including claims for holdover rent, damages, and legal fees as permitted by the Lease Agreement.

Please contact the undersigned immediately to arrange for a final inspection and the return of all keys and access devices.

Sincerely,

[Landlord/Property Manager Name]

[Company Name]

[Phone Number]

[Email Address]