

Date: [Insert Date]

To: [Tenant Name]

Property Address: [Insert Property Address]

RE: NOTICE OF LEASE TERMINATION DUE TO UTILITY ACCOUNT DEFAULT

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement for the property located at [Insert Property Address] is being terminated effective [Insert Termination Date].

This action is being taken due to your failure to maintain active utility accounts as required under Section [Insert Section Number] of your Lease Agreement. Specifically, the following utility accounts are in default or have been disconnected:

- [Insert Utility Type, e.g., Electricity/Water/Gas]

Per the terms of your lease, maintaining these services is a material obligation of your tenancy. Your failure to rectify these unpaid balances or restore service constitutes a breach of contract.

You are required to vacate the premises and return all keys by [Insert Time] on [Insert Termination Date]. Please ensure the property is left in a clean condition and all personal belongings are removed.

Failure to vacate the property by the date specified above will result in legal action to recover possession of the premises, which may include eviction proceedings and the collection of outstanding costs.

Sincerely,

[Landlord or Property Manager Name]

[Phone Number]

[Email Address]