

DATE: [Insert Date]

TO: [Tenant Name]

ADDRESS: [Property Address]

SUBJECT: FINAL WARNING - NOTICE OF PENDING COURT ACTION AND EVICTION

Dear [Tenant Name],

This letter serves as a formal final warning regarding your ongoing breach of the lease agreement for the property located at [Property Address]. Specifically, you have failed to [State Breach, e.g., pay outstanding rent in the amount of \$XXX / vacate the premises by the agreed date].

Despite previous notifications, the issue remains unresolved. Failure to remedy this situation by [Deadline Date/Time] will result in the immediate commencement of legal proceedings against you in a court of law.

LEGAL AND FINANCIAL CONSEQUENCES:

Please be advised that if this matter proceeds to court, the following consequences may occur:

- **Court-Ordered Eviction:** A judge may issue a formal Order of Possession, authorizing a law enforcement officer or bailiff to forcibly remove you and your belongings from the property.
- **Money Judgment:** The court may award a judgment against you for all unpaid rent, late fees, and damages to the property.
- **Legal Costs:** You may be held liable for all court filing fees, process server fees, and my legal/attorney representation costs.
- **Credit Rating Damage:** An eviction judgment is a matter of public record and can be reported to credit bureaus, severely impacting your ability to rent future housing or obtain loans.

To avoid these actions, you must [State Action Required, e.g., pay the full balance of \$XXX or surrender the keys to the landlord] no later than the deadline stated above.

This is your final opportunity to resolve this matter voluntarily. Please govern yourself accordingly.

Sincerely,

[Landlord/Manager Name]

[Contact Phone Number]

[Contact Email]