

# NOTICE TO QUIT OR VACATE FOR NON-PAYMENT

To: \_\_\_\_\_

*All residents (tenants and subtenants) in possession and all other in possession*

The premises herein referred to is located in the City of \_\_\_\_\_,  
County of \_\_\_\_\_ State of \_\_\_\_\_, Zip Code \_\_\_\_\_  
designated by the number and street as \_\_\_\_\_  
Apt. \_\_\_\_\_.

In accordance with your lease agreement signed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and the laws in the State of \_\_\_\_\_

**WITHIN** \_\_\_\_\_ (**\_\_\_\_\_**) **DAYS** after service on you of this notice, you are hereby required to pay to the undersigned or \_\_\_\_\_ an authorized agent, the rent of the premises hereinafter described, of which you now hold possession amounting to the sum of: \_\_\_\_\_ Dollars (\$\_\_\_\_\_ ) enumerated as follows:

**\$\_\_\_\_\_ Due from \_\_\_\_\_, 20\_\_\_\_ To \_\_\_\_\_, 20\_\_\_\_**

or quit and deliver up the possession of the premises.

**YOU ARE FURTHER NOTIFIED THAT**, the owner/landlord does hereby elect to declare that forfeiture of your lease or rental agreement under which you hold possession of the above described premises and if you fail to perform or otherwise comply, will institute legal proceedings to recover rent and possession of said premises which would result in a judgment against you including costs and necessary disbursements together with possible statutory damages as allowed by law for such unlawful detention.

Landlord/Agent Signature \_\_\_\_\_

## CERTIFICATE OF SERVICE

I certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ I served this notice to \_\_\_\_\_ by

- delivering it personally to the person in possession.
- delivering it on the premises to a member of his/her family or household or an employee of suitable age and discretion with a request that it be delivered to the person in possession.
- first-class mail addressed to the person in possession.

Signature \_\_\_\_\_

