

THREE-DAY NOTICE TO VACATE OR PAY

DATE AND TIME THAT NOTICE IS POSTED ON TENANT'S DOOR: _____

ADDITIONAL OTHER METHOD OF DELIVERY: _____

TENANT NAME

Address

Dear [TENANT]:

The lease that you signed on DATE requires you to pay in the amount of \$_____. Your payment of \$_____ was due to us on DATE. You did not make this payment.

_____ : Rent
_____ : Late Fees
_____ : Utilities
_____ : Other (specify) _____

In order to avoid an eviction case being filed in court, you must either pay us \$_____ within three (3) business days of the date that this notice is placed on your door, or you must move out by DATE. If you make this payment in full by the deadline, we have to accept it, and no eviction case can be filed with the court. The filing of an eviction case could damage your credit and limit your ability to find other housing.

If we do not receive your payment within three (3) business days and you have not moved out by DATE, please consider this a formal demand for possession and we will start the process of seeking an eviction by filing an eviction case in court. After an eviction case is filed with the court, you will have seven (7) calendar days to answer from when you are served with a court notice.

If you have questions, please contact us at PHONE NUMBER or EMAIL ADDRESS.

Sincerely,

PROPERTY MANAGER