

FINAL NOTICE TO PAY RENT OR QUIT

Date: [Date]

To: [Tenant Name(s)]

Address: [Property Address]

Unit: [Unit Number, if applicable]

PLEASE TAKE NOTICE that you are currently in default of your lease agreement for the premises located at the address above.

As of [Current Date], you owe the following unpaid balance:

- Past Due Rent: \$[Amount]
- Late Fees: \$[Amount]
- Other Charges: \$[Amount]
- **Total Amount Due: \$[Total Amount]**

The total amount due covers the period from [Start Date] to [End Date].

Within [Number of Days, e.g., 3 or 5] days of receiving this notice, you are required to:

1. Pay the total amount due in full; OR
2. Vacate and deliver possession of the premises to the Landlord.

Failure to comply with this notice will result in the immediate commencement of legal proceedings to recover possession of the property, damages, and any applicable court costs and attorney fees.

Payment should be made via [Payment Method] to the following address: [Payment Address].

Sincerely,

[Landlord/Manager Name]

[Phone Number]

[Email Address]