

**DATE:** [Insert Date]

**TO:** [Insert Name of Tenant(s)]

**AND TO:** [Insert Name of Unauthorized Occupant(s) if known, otherwise "All Other Occupants"]

**ADDRESS:** [Insert Full Property Address]

**RE: NOTICE TO REMOVE UNAUTHORIZED OCCUPANT / NOTICE TO CURE OR QUIT**

Dear [Insert Tenant Name],

This letter serves as formal notice that you are in violation of your residential lease agreement dated [Insert Lease Start Date] for the premises located at the address listed above.

It has come to the landlord's attention that an unauthorized individual, [Insert Name of Occupant], is currently residing in the unit. According to the terms of your lease agreement, specifically Section [Insert Section/Paragraph Number], only individuals listed on the lease are permitted to occupy the premises.

**DEMAND FOR ACTION:**

You are hereby required to ensure that the unauthorized occupant(s) vacates the premises within [Insert Number of Days, e.g., 3 or 7] days from the date of this notice.

Failure to comply with this demand will result in further legal action, which may include:

- Commencement of formal eviction proceedings against all occupants.
- Termination of your lease agreement.
- Legal fees and court costs as permitted by law.

If you believe this notice is in error, or if you wish to request an official application for the occupant to be added to the lease (subject to landlord approval and background checks), please contact the undersigned immediately.

Please govern yourself accordingly.

Sincerely,

[Your Name / Landlord Name]

[Your Phone Number]

[Your Email Address]