

## FINAL NOTICE TO VACATE

Date: [Date]

To: [Tenant Name]

And all other occupants in possession of:

[Rental Property Address]

[City, State, Zip Code]

### RE: TERMINATION OF LEASE AND DEMAND FOR POSSESSION

Dear [Tenant Name],

Our records indicate that your lease agreement for the premises located at [Property Address] expired on [Lease End Date]. As of the date of this letter, you have failed to vacate the property and remain in possession without the consent of the landlord.

This letter serves as your **FINAL WARNING**. You are currently classified as a holdover tenant. Your continued occupation of the premises is unauthorized and in violation of the terms of your expired lease agreement and local property laws.

Demand is hereby made that you vacate the premises and return all keys to the landlord by no later than [Time] on [Date].

Failure to comply with this final demand will result in the following actions:

- Commencement of formal eviction proceedings in court.
- A claim for "holdover rent" or "double rent" as permitted by law or the lease agreement.
- Legal action to recover court costs, filing fees, and attorney fees.
- A negative report to credit bureaus which may impact your future ability to rent.

Please govern yourself accordingly. If you have already vacated the property, please contact [Landlord/Manager Name] at [Phone Number] immediately to confirm the return of keys.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company Name]

[Your Phone Number]

[Your Email Address]