

## **FINAL NOTICE OF ABANDONED GOODS**

Date: [Insert Date]

To: [Owner Name]

Address: [Owner Address]

City, State, Zip: [Owner City, State, Zip]

Regarding: Final Notice to Reclaim Abandoned Property

Dear [Owner Name],

This letter serves as a formal and final notice regarding the following items left at [Location/Address] since [Date Items Were Left]:

[List/Description of Items]

Despite previous attempts to contact you on [Dates of Previous Contact], the items listed above remain on the premises. This is your final opportunity to reclaim your property.

You are hereby notified that you must collect these items by no later than **[Deadline Date]**. Please contact [Contact Name] at [Phone Number/Email] to arrange a specific time for collection.

If the items are not removed by the deadline stated above, they will be considered legally abandoned. At that time, we reserve the right to dispose of, sell, or donate the items in accordance with local laws. You may also be held liable for storage fees and disposal costs totaling [Amount, if applicable].

Please govern yourself accordingly.

Sincerely,

[Your Name/Business Name]

[Your Signature]

[Your Phone Number]

[Your Address]