

**Date:** [Insert Date]

**To:** The Estate of [Insert Name of Deceased Tenant]

**And to:** All Other Occupants/Successors in Interest

**Address:** [Insert Property Address]

# **NOTICE OF NON-RENEWAL OF LEASE AND INTENT TO TERMINATE POSSESSION**

Dear Representatives of the Estate/Occupants:

PLEASE TAKE NOTICE that pursuant to the terms of the Lease Agreement dated [Insert Lease Start Date] and in accordance with the laws of the State of [Insert State], the Landlord hereby elects not to renew the lease for the premises located at [Insert Full Address of Property].

This decision is based on the fact that the named Tenant of record, [Insert Name of Deceased], has passed away and the premises have been effectively vacated or are being held by the Estate without a legal right to a renewal lease or statutory succession.

The current lease term will expire on [Insert Lease Expiration Date]. You are hereby required to quit and surrender possession of the premises to the Landlord on or before midnight on the aforementioned expiration date.

Upon vacating, please ensure that:

- All personal property and debris are removed from the unit.
- The premises are left in "broom clean" condition.
- All keys and access devices are returned to [Insert Location/Contact Person].

Failure to vacate the premises by [Insert Expiration Date] may result in the commencement of summary holdover proceedings to recover possession, as well as a claim for use and occupancy (rent) and legal costs.

The Landlord reserves all rights under the law and the lease agreement.

Sincerely,

[Landlord/Property Manager Name]

[Company Name, if applicable]

[Contact Phone Number]

[Contact Email]