

## **NOTICE TO QUIT AND DEMAND FOR RENT**

Date: [Date]

To: [Tenant Name/Business Name]

Address: [Property Address]

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

### **RE: NOTICE TO PAY RENT OR SURRENDER POSSESSION OF THE PREMISES**

Dear [Tenant Name],

PLEASE TAKE NOTICE that you are currently in default of your lease agreement dated [Lease Date] for the commercial premises located at [Full Property Address].

As of the date of this notice, you are indebted to the Landlord in the total amount of \$[Total Amount Owed]. This balance consists of the following:

- Past Due Rent: \$[Amount] (Period: [Date Range])
- Late Fees: \$[Amount]
- Other Charges (Maintenance/Utilities): \$[Amount]

TAKE FURTHER NOTICE that you are hereby required to pay the full amount stated above within [Number of Days, e.g., 3 or 5] days from the date of service of this notice.

If you fail to pay the full amount or vacate the premises within the timeframe specified, the Landlord will initiate legal proceedings against you to recover possession of the premises, seek a judgment for the past due rent, and claim applicable damages, attorney fees, and court costs.

Payment should be made immediately to:

[Landlord/Company Name]

[Payment Address]

[City, State, Zip]

This notice is intended to comply with the statutory requirements of the state of [State Name] regarding commercial lease defaults.

Sincerely,

[Signature]

[Printed Name of Landlord/Authorized Representative]

[Phone Number]

[Email Address]