

NOTICE TO PAY RENT OR SURRENDER POSSESSION

Date: [Current Date]

To: [Tenant Name/Business Name]

Address: [Tenant Address/Suite Number]

RE: NOTICE TO CURE OR QUIT REGARDING NON-PAYMENT OF RENT

Dear [Tenant Name],

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

As of [Date], you are indebted to the Landlord in the total amount of \$[Total Amount Owed], calculated as follows:

- Past Due Rent (Period: [Date] to [Date]): \$[Amount]
- Late Fees: \$[Amount]
- Interest/Other Charges: \$[Amount]

NOTICE IS HEREBY GIVEN that you are required to pay the full amount stated above within [Number of Days, e.g., 3 or 5] days of receiving this notice.

Payment should be delivered to the following address: [Payment Address/Instructions].

If you fail to pay the full amount or vacate the premises within the timeframe specified above, the Landlord will initiate legal proceedings against you to recover possession of the premises, seek the full amount of rent due, and claim damages, including attorney's fees and court costs as permitted by the lease and local law.

This notice is intended to be a formal demand for rent and is issued without prejudice to any other rights or remedies the Landlord may have under the lease agreement or applicable law.

Sincerely,

[Landlord/Manager Signature]

[Printed Name]

[Phone Number]

[Email Address]