

NOTICE TO QUIT / NOTICE TO VACATE

Date: [Date of Notice]

To: [Tenant Name(s)]
And all other occupants of:
[Full Property Address]
[City, State, Zip Code]

Dear [Tenant Name(s)],

This letter serves as formal notice that your lease agreement for the premises located at [Full Property Address] expired on [Lease Expiration Date]. Since that date, you have remained in possession of the property without a valid lease or the consent of the Landlord.

Your status is currently that of a holdover tenant. You are hereby notified that the Landlord does not wish to renew your tenancy or enter into a month-to-month agreement.

**YOU ARE REQUIRED TO VACATE THE PREMISES AND SURRENDER
POSSESSION NO LATER THAN [Time] ON [Date to Vacate].**

Please ensure that all personal belongings are removed and all keys are returned to the Landlord by the date specified above. The property should be left in clean condition, consistent with the terms of your original lease.

If you fail to vacate the premises by the date and time mentioned above, legal proceedings will be initiated against you to recover possession of the property, as well as any applicable damages, holdover rent, and legal fees as permitted by law.

Sincerely,

[Landlord/Property Manager Signature]
[Landlord/Property Manager Printed Name]
[Address]
[Phone Number]