

# NOTICE OF NON-RENEWAL

TO: \_\_\_\_\_

DATE \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

YOU ARE ADVISED THAT YOUR TENANCY AND/OR LEASE IF APPLICABLE, WILL NOT BE RENEWED. YOU MUST VACATE THE PREMISES NO LATER THAN \_\_\_\_\_, 20\_\_\_\_\_. IN THE EVENT THAT YOU DO NOT VACATE THE PREMISES BY SAID DATE, LEGAL ACTION MAY BE TAKEN IN WHICH YOU MAY BE HELD LIABLE FOR HOLDOVER (DOUBLE) RENT, DAMAGES, COURT COSTS AND ATTORNEYS' FEES.

\_\_\_\_\_  
Owner/Agent Signature and Printed Name

\_\_\_\_\_  
Property/Company Name

\_\_\_\_\_  
Property/Company Address

\_\_\_\_\_  
Telephone Number

## CERTIFICATE OF SERVICE

I hereby certify that a copy of the above notice was:

\_\_\_\_\_ delivered to \_\_\_\_\_ by hand

\_\_\_\_\_ posted on the premises described above in the tenants absence

on \_\_\_\_\_, 20\_\_\_\_\_.

By: \_\_\_\_\_  
**Owner/Agent**