

IMPORTANT NOTICE

Date _____

To _____

Please be advised you have been turned over to our attorney and are currently under eviction proceedings. I am not accepting your payment as I want possession of the premises. You must come to _____ between the hours of _____ on the days of _____ to

make arrangements to move-out and return your keys. The monies you have tendered are available at the same location as above, during the same time as above.

Eviction proceedings will continue and proper measures will be taken to regain possession of your dwelling should you fail to follow these instructions.

Owner/Agent _____

CERTIFICATE OF SERVICE

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

_____ delivered to _____ by hand

_____ posted on the promises described above in the tenants absence

on _____, 200_____.

By:

Owner/Agent _____