

Illinois 7 Day Notice to Vacate

Date: _____

Re: Notice to Terminate Tenancy

Dear _____,

This letter serves as official notice that your tenancy will terminate on _____, for the premises located at: _____

For our records and the return of security deposit monies, please provide your forwarding address and phone number.

Sincerely,

(Landlord Signature)

(Landlord Printed Name)

(Landlord Phone Number)

(Landlord Address)

CERTIFICATE OF SERVICE

I certify that a copy of this notice has been furnished to the above-named tenant(s) on _____ by:

- Hand delivery to Tenant _____; **or**
- Hand delivery of the termination letter to someone who can accept the legal letter on the Tenant's behalf: _____ and mailing the notice by certified or registered mail with a return receipt; **or**
- Mailing the lease termination letter by certified or registered mail with a return receipt.

(Landlord Name)

(Landlord Signature)