

**NOTICE TO PAY OR QUIT FOR NON-PAYMENT OF RENT**

To: \_\_\_\_\_  
(Tenant's Name)

\_\_\_\_\_  
(Rental Unit Street Address)

\_\_\_\_\_  
(Rental Unit City/State/Zip)

You (tenant) owe past-due rent in the amount of \$ \_\_\_\_\_.

If you do not pay the past-due rent amount in full by \_\_\_\_\_ (date),  
your tenancy will be terminated and you will be required to move out of the rental unit.

In addition, a lawsuit may be filed against you.

Today's Date: \_\_\_\_\_

Signature of party completing this notice:

\_\_\_\_\_

Printed Name and Title (i.e. landlord, property manager, etc.):

\_\_\_\_\_

.....

**Tenant's Acknowledgement**

On \_\_\_\_\_ (date) at \_\_\_\_\_ (time), tenant acknowledged receipt of this notice.

\_\_\_\_\_  
Tenant Signature and Date

.....

**Certificate of Service**

I certify that I personally served this notice on the following person:

\_\_\_\_\_  
OR

I attempted to make personal service on the tenant(s) named above but no one appeared. I believed tenant(s) to be absent, so I mailed a copy of the notice to the tenant.

OR

I attempted to make personal service on the tenant(s) named above but no one appeared. I believed tenant(s) to be absent, so I posted a copy of the notice in a conspicuous place at the rental unit.

Date: \_\_\_\_\_

Signature of person attempting service:

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_