

## 14-DAY NOTICE TO PAY RENT OR VACATE THE PREMISES

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

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

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

You are receiving the attached notice because the landlord alleges you are not in compliance with the terms of the lease agreement by failing to pay rent and/or utilities and/or recurring or periodic charges that are past due.

Monthly rent due for \_\_\_\_\_ (month(s)):  
\$ \_\_\_\_\_ (amount)

Utilities due for \_\_\_\_\_ (month(s)):  
\$ \_\_\_\_\_ (amount)

Other recurring/periodic charges for \_\_\_\_\_ (month(s)):  
\$ \_\_\_\_\_ (amount)

TOTAL AMOUNT DUE: \$ \_\_\_\_\_ (amount)

Note - payment must be by cash, cashier's check, money order, or certified funds pursuant to the terms of the rental agreement.

You must pay the total amount due to your landlord within fourteen (14) days after service of this notice or you must vacate the premises. Any payment you make to the landlord must first be applied to the total amount due as shown on this notice.

Any failure to comply with this notice within fourteen (14) days after service of this notice may result in a judicial proceeding that leads to your eviction from the premises.

Signature of owner/landlord and date:

\_\_\_\_\_

Where total amount due is to be paid:

\_\_\_\_\_

.....

**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 via regular mail AND left a copy with someone of suitable age and discretion at the rental unit.

OR

☐ I attempted to make personal service on the tenant(s) named above but no one appeared. I believed tenant(s) to be absent, and could find no current address, so I posted a copy of the notice in a conspicuous place at the rental unit, left a copy with someone of suitable age and discretion (if available) AND mailed a copy to the tenant at the rental unit.

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

Signature of person attempting service:

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

\_\_\_\_\_