[DATE]

Contact Name

Address

Address2

City, State/Province

Zip/Postal Code

**RE: NOTICE OF BREACH OF LEASE**

Dear [CONTACT NAME],

This communication is to inform you that you are in breach of your tenancy of the premises located at [ADDRESS] under the terms of the lease dated [DATE], between [LANDLORD] and [TENANT] and are hereby given notice.

Because you have failed to observe the terms and conditions of your tenancy, you are in breach of the lease, as follows:

[IN CLEAR AND CONCISE LANGUAGE LIST HOW TENANT HAS VIOLATED THE LEASE]

If this breach of the lease is not corrected within [NUMBER] days from the date of this letter, we will have no other choice but to exercise all other legal means available to protect our rights under applicable law, which includes [SPECIFY].

Please deem this letter a final demand for you to correct this situation. If you fail to meet the terms and conditions, the undersigned may commence eviction proceedings against you.

Thank you for your anticipated cooperation.

Kind Regards,

[YOUR NAME]

[YOUR TITLE]

[YOUR PHONE NUMBER]

[YOUREMAIL@YOURCOMPANY.COM]