

Date: \_\_\_\_\_, \_\_\_\_\_.

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTICE TO VACATE** (3-DAY)

You are hereby notified that you are indebted to me in the sum of \$\_\_\_\_\_ for the rent and use of the premises located at \_\_\_\_\_

\_\_\_\_\_ now occupied by you, and that I demand payment of said rent or possession of said premises within 3 days from the date of delivery of this Notice (excluding the day of service of this Notice, and Saturdays, Sundays, or any legal holiday observed by the Clerk of the Court), that is to say, on or before the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Landlord or Property Manager

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

I certify that a true copy of the foregoing Notice to Vacate was served on the above named tenant on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in the following manner:

- ( ) By personally serving same upon said tenant
- ( ) By posting same at the above described premises in the absence of said tenant

\_\_\_\_\_