

DATE

NAME

ADDRESS

ADDRESS

RE: Notice to Quit Regarding Non-Payment of Rent

Dear \_\_\_\_\_,

TO THE EXTENT THAT THE FAIR DEBT COLLECTION PRACTICES ACT APPLIES, FEDERAL LAW REQUIRES THAT WE GIVE YOU THE FOLLOWING NOTICE. THIS IS AND ANY FUTURE COMMUNICATION FROM OUR OFFICE ARE ATTEMPTS TO COLLECT A DEBT. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE. UNLESS YOU NOTIFY THIS OFFICE WITHIN THIRTY (30) DAYS AFTER RECEIVING THIS NOTICE THAT YOU DISPUTE THE VALIDITY OF THIS DEBT OR ANY PORTION THEREOF, THIS OFFICE WILL ASSUME THIS DEBT IS VALID. IF YOU NOTIFY THIS OFFICE IN WRITING WITHIN THIRTY (30) DAYS FROM RECEIVING THIS NOTICE, THIS OFFICE WILL OBTAIN VERIFICATION OF THE DEBT OR OBTAIN A COPY OF A JUDGMENT AND MAIL YOU A COPY OF SUCH JUDGMENT OR VERIFICATION. IF YOU REQUEST THIS OFFICE IN WRITING WITHIN THIRTY (30) DAYS AFTER RECEIVING THIS NOTICE, THIS OFFICE WILL PROVIDE YOU WITH THE NAME AND ADDRESS OF THE ORIGINAL CREDITOR, IF DIFFERENT FROM THE CURRENT CREDITOR.

We have not received your rent for the month of \_\_\_\_\_. The law requires that prior to us proceeding with an eviction we give you the following ten (10) day notice to quit. Unless you can pay your rental balance of \_\_\_\_\_ in full by \_\_\_\_\_, or come to an agreement with us, you will be required to vacate the property.

Even in these unprecedented times we still have to pay our mortgage and other bills, and rely on tenant's rental payments to do so. With that said, we understand that you may be suffering from a temporary hardship due to the current State of Emergency regarding the COVID-19 virus. If that is the case, we are willing to work with you during these difficult times. Please contact us immediately via phone at \_\_\_\_\_ or e-mail at \_\_\_\_\_ so we can work out a payment arrangement. Kindly refrain from coming to the rental office. Additionally, the government may have available temporary assistance to help you with your rent and other bills.

The courts are, or most likely will be, closed for some period of time and are presently not hearing cases. We are, however, able to submit cases to be heard when the courts reopen, and are planning to do so in your case. Of course, as stated above if we are able to come to a mutually agreeable arrangement, we can withdraw the case before it goes to court. We look forward to hearing from you and working this out.

Stay safe!