



NOTICE OF DEFAULT

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

Re: Leased space located at: \_\_\_\_\_

To: "Tenant Name"  
"Company Name"  
"Corporate Street Address"  
"Corporate Sate and Zip"

Dear "Tenant Name",

As of today, \_\_\_\_\_, per the lease agreement dated \_\_\_\_\_; this document is to serve as a written Notice of Default for your lease payments regarding the above referenced property.

Our records indicate that the Tenant (Tenant Name and Company name) is currently delinquent in the amount of \$\_\_\_\_\_ for the months of \_\_\_\_\_ & \_\_\_\_\_ this year of \_\_\_\_\_.

Sincerely,

Landlord/Owners (Landlord Company)

\_\_\_\_\_  
Owner Name #1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Name #2

\_\_\_\_\_  
Date