

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

To: Robert E. Barnett  
Lakeview Building, Suite 401  
100 Mallard Creek Road  
Louisville, Kentucky 40207

Phone: (502) 893-1385  
Fax: (502) 893-8803

From: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

Tenant(s): \_\_\_\_\_  
(everyone who signed Lease)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTENTION:** Please review the attached information for legal action to be taken on the above named tenant(s). See items noted below.

Lease Type: RD \_\_\_\_\_ RD with Sec. 8 Voucher/Certificate Addendum \_\_\_\_\_  
HUD \_\_\_\_\_ 202 \_\_\_\_\_ CONV \_\_\_\_\_ OTHER \_\_\_\_\_

Date of Lease or last Lease Extension Addendum: \_\_\_\_\_

Term of Lease: Annual \_\_\_\_\_ Month-to-Month \_\_\_\_\_

Action: Notice Letter \_\_\_\_\_ Forcible-detainer \_\_\_\_\_

Basis for Termination: Material Non-Compliance \_\_\_\_\_ Non-Renewal of Lease \_\_\_\_\_

**LEASE VIOLATIONS:** (Including dates violations occurred)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Attachments: \_\_\_\_\_