

Letter of Abandonment

To: _____

Property: _____
Address: _____

Telephone: _____

RE: Abandonment

Dear _____:

It has been brought to our attention that you are not residing in your apartment. This is in direct violation of your lease agreement which states "that the unit will be your only place of residence."

Therefore, please consider this a 48 hour notice to correct this violation. If this office does not hear from you within the above stated time we will proceed to take possession of this apartment.

Any articles left in the apartment will be stored for a period of 30 days. If items are not claimed in that time they will be disposed of accordingly.

Sincerely,

On-Site Manager

cc: File
First class mail, affixed to door