

Note: You can use this form letter if the tenant rents a house, room, apartment, or mobile home from you. Do not use this form letter if the tenant owns a mobile home and rents only the lot that it sits on from you.

Date: _____ (the date you mail or hand-deliver the notice letter)

From (write your name and address):

_____ (name)

_____ (street address or P.O. Box)

_____ (city, state, ZIP)

_____ (phone)

To (write the tenant's name and address):

_____ (name)

_____ (street address or P.O. Box)

_____ (city, state, ZIP)

_____ (phone—optional)

Dear (write the name of the tenant): _____,

Please take notice that I am ending your rental of my property located at (write the address of the rental the tenant lives in):

_____.

You have received this notice letter because (check the box next to the paragraph below that fits the situation):

- You have (*check the box next to the action the tenant has taken*):
- Removed a lock. You must put it back on within 24 hours of receiving this notice. If you do not, you must move out within **14 days** of receiving this notice. Sections 70-24-312, -422 and -424, MCA.

 - Replaced or added a lock, and you have not given me a key. You must give me a key within 24 hours of receiving this notice. If you do not, you must move out within **14 days** of receiving this notice. Sections 70-24-312, -422 and -424, MCA.
- You abandoned the rental property before the end of your rental agreement. I noticed you abandoned the rental property on (*write the date you noticed the tenant abandoned the rental property*): _____ . I have made reasonable efforts to rent the property at a fair market value. I re-rented the property to another tenant on (*write the date you re-rented the property to another tenant*): _____ . Your rental agreement ended on the day I re-rented the property. Section 70-24-426, MCA.
- You abandoned the rental property. I noticed you abandoned the rental property on (*write the date you noticed the tenant abandoned the rental property*): _____. I have accepted your abandonment as a surrender of the property. Your rental agreement ended on the day I noticed your abandonment. Section 70-24-426, MCA.
- You have committed some other non-compliance or violation of the rental agreement, given below (*write the non-compliance or violation*):

You must fix this non-compliance or violation or move out within **14 days** after you receive this notice. Section 70-24-422(1)(d), MCA.

NOTE: If I mailed this letter to you, you may add 3 days to the date of mailing before you start counting the days in the notice period given above. For example, if I mailed a letter giving you a 3-day notice on April 2, you would not have to move out until April 8 (April 2 + 3 days mailing = April 5 + 3 days notice = April 8). If I hand-delivered this letter to you, start counting the days in the notice period on the day after you received the letter. For example, if I hand-delivered a letter giving you a 3-day notice on April 2, you would not have to move out until April 5.

If you have not fixed your lease violation or moved out in the number of days given above, I may take you to court to have you evicted.

Sincerely,

(sign your name)