

# WEST VIRGINIA NOTICE TO QUIT | NON-PAYMENT

Date: \_\_\_\_\_ (mm/dd/yyyy)

To: \_\_\_\_\_ (Tenant Name(s))

Rental (Premises) Street Address: \_\_\_\_\_

Unit #: \_\_\_\_\_ City: \_\_\_\_\_ State: West Virginia

You are notified that you owe rent in the amount of \$ \_\_\_\_\_. This amount does not include any late fees that you may also owe. You may not be evicted for non-payment of late fees.

If you do not pay this rent by the date stated below, your tenancy will be terminated, and you will be required to move.

## Date and time by which rent must be paid:

Date: \_\_\_\_\_ (mm/dd/yyyy) Time: \_\_\_\_\_ ( AM |  PM)

If you pay your rent in full before the date and time above, you do not have to move.

**If you do NOT pay your rent or move by the date and time above,  
a lawsuit may be filed to evict you.**

Landlord / Agent Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

## ----- CERTIFICATE OF SERVICE -----

I certify that on \_\_\_\_\_ (mm/dd/yyyy) I served this notice to  
\_\_\_\_\_ (Tenant / Recipient name) by:

- Delivering it personally to the person in possession of the Premises.
- Delivering it to the Premises to a member of the Tenant's family or household or an employee of suitable age and discretion with a request that it be delivered to the person in possession of the Premises.
- Certified first-class mail addressed to the person in possession of the Premises.

Landlord / Agent Signature: \_\_\_\_\_