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| State of Illinois | Rev. 13413B3 |
| **ILLINOIS LEASE TERMINATION LETTER** |

\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_

To: \_\_\_\_\_\_\_\_\_\_

Rental Property:

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

**YOU ARE HEREBY NOTIFIED THAT**, under the terms of the lease agreement dated \_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ (the “Lease”) for the rent and use of the premises listed above now occupied by you:

YOUR TENANCY WILL BE TERMINATED ON \_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ AND YOU HAVE: (Check one)

[ ]  7 DAYS (if rent is paid weekly)

[x]  30 DAYS (if rent is paid monthly or quarterly)

[ ]  60 DAYS (if rent is paid yearly)

TO VACATE THE PREMISES. **You therefore** **must deliver possession of the premises to me by \_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_.** You are further notified that unless you vacate the premises by such date, legal action may be initiated against you.

This Is a: (Check one)

[ ]  **7 DAY NOTICE.** (if rent is paid weekly)

[x]  **30 DAY NOTICE.** (if rent is paid monthly or quarterly)

[ ]  **60 DAY NOTICE.** (if rent is paid yearly)

THISNOTICE IS PROVIDED TO YOU IN ACCORDANCE WITH THE LEASE AND 735 ILCS 5/9-207. NOTHING IN THIS NOTICE IS INTENDED OR SHALL BE CONSTRUED AS A WAIVER BY THE LANDLORD OF ANY RIGHTS OR REMEDIES THE LANDLORD MAY HAVE UNDER THE LEASE OR UNDER STATE OR FEDERAL LAW.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature |  | Date |

Landlord Info:

Name: \_\_\_\_\_\_\_\_\_\_

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

Phone Number: \_\_\_\_\_\_\_\_\_\_

**AFFIDAVIT OF SERVICE**

I, the undersigned, being at least 18 years of age, declare under penalty of perjury under the laws of the State of Illinois, that on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_, I served a true copy of the attached Notice of Termination in the following method:

[ ]  Personal delivery to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the following address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  Substituted delivery to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a person at least 13 years of age and residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  Registered mail, return receipt requested to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the following address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  Certified mail, return receipt requested to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the following address:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[ ]  Posted delivery at the following address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**ACKNOWLEDGEMENT OF NOTARY PUBLIC**

State of Illinois                                      )

                                                              )

County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                )

On this day, personally appeared before me, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to me known to be the person(s) described in and who executed the within instrument, and acknowledged that they signed the same as their voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed on this day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_.

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

Signature

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

Notary Public

My Commission Expires: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_