

NEW YORK NOTICE

14-Day Notice to Pay Rent or Quit

_____, 20____

To: _____

Rental Property:

RE: RENT DEMAND

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 rent for the period from _____, 20____ to _____, 20____ is PAST DUE. Accordingly, you owe the following amounts:

Rent past due:	\$ _____
Late fee:	\$ _____
Total Amount Past Due	\$ _____

I demand payment in full of the total amount past due on or before _____, 20____. UNLESS PAYMENT IS MADE BY SUCH DATE, THE LEASE WILL BE TERMINATED AND YOU MUST VACATE THE PREMISES. You are further notified that unless you pay the total amount past due or vacate the premises by such date, legal action may be initiated against you.

Payment must be made: (Check one)

In personal at the landlord's address. Payment must be made in person at the address below between the hours of ____:____ AM/PM to ____:____ AM/PM, on: (Check all that apply)

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

By mail to the landlord's address. Payment must be made by mail to the address stated below.

Other: _____.

THIS IS A: (Check one)

- 14 DAY NOTICE.** (the minimum required by law)
- _____ **DAY NOTICE.** (number of days stated in original lease agreement)

THIS NOTICE IS PROVIDED TO YOU IN ACCORDANCE WITH THE LEASE AND NEW YORK REAL PROPERTY ACTIONS AND PROCEEDINGS §711(2) 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.

Landlord Signature

Date

Name: _____

Address: _____

Phone Number: _____

AFFIDAVIT OF SERVICE

I, the undersigned, being duly sworn, deposes and says, the following:

I am over 18 years of age and I reside at: _____.

I am not a licensed process server, and I have not served more than 5 legal documents during the past year.

On the _____ day of _____, 20____ at _____ AM/PM in the County of _____ in the City of New York:

I served the attached Notice upon _____, known to me to be the tenant, by personally delivering a true copy to him/her at the following address:

_____.

Description of individual served in person:

Sex: _____ Color of Skin: _____ Color of Hair: _____

Approx Age: _____ Approx Weight: _____ Approx Height: _____

I served a true copy of the attached Notice upon

_____, a person of suitable age and discretion willing to receive the demand and who resided or was employed at the following address:

_____. Within one day thereafter, on the _____ day of _____, 20____, I mailed a copy thereof enclosed in a post-paid properly addressed wrapper to the tenant at the above address, which is the tenant's residence, by first class mail and by certified mail.

After attempting personal service on the _____ day of _____, 20____ at _____ AM/PM and on the _____ day of _____, 20____, at _____ AM/PM, I placed a true copy of the attached Notice • under the entrance door • by affixing it on the entrance door at the following address: _____.

I was unable to gain admittance or to find a person of suitable age and discretion willing to receive the demand. Within one day thereafter, on the _____ day of _____, 20____, I mailed a copy thereof enclosed in a post-paid properly addressed wrapper to the tenant at the above address, which is the tenant's residence, by first class mail and by certified mail.

Signed by: _____

Print Name: _____

Date: _____