

State of New York

LEASE TERMINATION

30-Day Notice to Vacate

_____, 20____

To: _____

Rental Property:

RE: NOTICE OF TERMINATION

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 30 DAYS TO VACATE THE PREMISES. **You therefore must deliver possession of the premises to me by _____: _____ AM/PM on _____, 20____.** You are further notified that unless you vacate the premises by such date, legal action may be initiated against you.

THIS **30 DAY** NOTICE IS PROVIDED TO YOU IN ACCORDANCE WITH THE LEASE AND NEW YORK REAL PROPERTY LAW §232. 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: _____

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: _____

