**[Date]**

**[Renter Name]**

**[Address]**

**[City, State, Zip]**

Dear **[Renter Name]**,

I am writing to inform you of plans to file for eviction because of nonpayment of rent. This notice lets you know:

* What fees are due
* When you must pay them
* Who to pay, and
* Where to find legal or financial help

**What to know**

Property owners cannot start the eviction process until 30 days after this notice is mailed or hand delivered to you. After 30 days, the property owner may start the eviction process if you have not paid the total amount due, or if you have not moved out.

**The final date for payment is** **[insert end of 30-day period].**

|  |  |
| --- | --- |
| **Fee Type** (rent, late fees, or other charges) | **Amount** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Amount Due by [insert end of 30-day period]:** | **$** |

Rent, late fees, or other charges can be paid to the authorized contact listed below:

**[Authorized Contact Name]**

**[Address]**

**[City, State Zip]**

I am also informing you of the following rights and resources per Minnesota Statute 504B.321.

* You have the right to seek legal help. If you can't afford a lawyer, free legal help may be available. Contact Legal Aid or visit www.LawHelpMN.org to know your rights and find your local Legal Aid office.
* To apply for financial help, contact your local county or Tribal social services office, apply online at MNBenefits.mn.gov or call the United Way toll-free information line by dialing 2-1-1 or 800-543-7709.
* Your landlord can file an eviction case if you do not pay the total amount due or move out within 14 days from the date of this notice. Some local governments may have an eviction notice period longer than 14 days.

**In Minneapolis, the eviction notice period for nonpayment of rent is 30 days. (MCO § 244.2060)**

Sincerely,

**[Signature]**

**[Print Name]**