**[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:

**[Renter Name]**

**[Address]**

**[City, State Zip]**

For information on how to get legal and financial help, visit [minneapolismn.gov/renter-rights](https://www.minneapolismn.gov/resident-services/property-housing/renting/renters/)

Sincerely,

**[Signature]**

**[Print Name]**