

NOTICE OF TERMINATION OF TENANCY (30-Day Notice)

Date: _____

Tenant's Name

Tenant's Street Address

Tenant's City/State/Zip

Dear _____;
Tenant's Name

The purpose of this letter is to inform you that your lease is being terminated in accordance with ORC §5321.17. You have _____ days from the above date to vacate the premises.
number of days

“YOU ARE BEING ASKED TO LEAVE THE PREMISES. IF YOU DO NOT LEAVE, AN ACTION MAY BE INITIATED AGAINST YOU. IF YOU ARE IN DOUBT REGARDING YOUR LEGAL RIGHTS AND OBLIGATIONS AS A TENANT, IT IS RECOMMENDED THAT YOU SEEK LEGAL ASSISTANCE.”

Sincerely,

Landlord (Signature)

Landlord (Name Printed)

Landlord Street Address

Landlord City, State, Zip

Landlord Telephone Number

NOTICE TO LEAVE PREMISES

VS.

MEMORANDUM

On the _____ day of _____, 20 _____, I served the within notice
on the within named _____

by leaving a written copy thereof¹ _____

1. "With him (or her, or them) personally" or "at his (or her, or their) place of abode" (The notice should be served on this defendant personally if he can be conveniently found)