

Legal Notice

Date: [Insert Date]

To: [Tenant's Name]

[Address Line 1]

[Address Line 2]

[City, State, ZIP Code]

Subject: Legal Notice for Unsettled Rental Payments

Dear [Tenant's Name],

This is to formally notify you that as per the Rental Agreement dated [Agreement Date], you are required to pay a monthly rent of [Amount] for the premises located at [Rental Property Address]. As of the date of this notice, you have failed to pay the rent for the following period(s):

- [Month/Period 1]: [Outstanding Amount 1]
- [Month/Period 2]: [Outstanding Amount 2]

The total amount due is **[Total Outstanding Amount]**. Despite previous reminders, the payment remains unsettled. Kindly clear the outstanding dues within **[Number of Days, e.g., 7 days]** from the receipt of this notice.

Failure to do so will compel us to initiate legal proceedings for recovery of the unpaid rent, along with any applicable penalties, without further reference to you.

We hope to resolve this matter amicably and urge you to settle the outstanding dues at the earliest.

Sincerely,

[Landlord/Authorized Representative's Name]

[Contact Information]