

**NOTICE OF DEFAULT IN RENT PAYMENT**  
**RPAPL 711(2) – THREE DAY NOTICE TO PAY OR QUIT**

**Tenant(s):** \_\_\_\_\_

AND ANY AND ALL OTHER OCCUPANTS, ALL THOSE CLAIMING POSSESSION OF THE PREMISES, INCLUDING SUB-TENANTS, IF ANY WITH NAMES THAT ARE UNKNOWN TO THE LANDLORD.

**Premises:** \_\_\_\_\_  
\_\_\_\_\_

Dear Tenant(s):

**PLEASE BE ADVISED** that you have defaulted in the payment of rent due the Landlord pursuant to your rental agreement for the premises. Demand is hereby made that you pay the unpaid rent, late charges and all other charges incurred by the Landlord as a result of your default, within three (3) days, or surrender possession of the premises within three (3) days. The Landlord will commence summary eviction proceedings against you and any and all other occupants if you fail to pay the Landlord in full within three (3) days, or alternatively, if you fail to vacate the premises within three (3) days.

<u>Month</u>	<u>Description</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TOTAL DUE: \$** \_\_\_\_\_

**This Notice shall constitute a standing demand for any additional unpaid rent which may accrue after the service of this notice.**

FAILURE TO PAY THE LANDLORD IN FULL WITHIN THREE (3) DAYS SHALL RESULT IN SUMMARY EVICTION PROCEEDINGS AGAINST YOU AND ANY AND ALL OTHER OCCUPANTS. IN THE SUMMARY PROCEEDING, THE LANDLORD WILL SEEK UNPAID RENT, ADDITIONAL RENT, COSTS AND DISBURSEMENTS OF THE LANDLORD AS WELL AS ATTORNEYS' FEES.

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Landlord