

Date:

From: [Landlord name]

To: [Tenant Name]

I hereby request you to leave the commercial premise situated at [Full address] within 30 (thirty) days. Please comply with the content of this notice for avoiding legal action.

If you have any clarifications or queries, you can contact me through my mobile number [mobile number] or my email address [email address].

Thank you,

Respectfully

[Landlord Name]