Name of the landlord:  
Address of the landlord:  
Contact details of the landlord:

Date: ------------------

Name of tenant:  
Address of the tenant:  
Contact details of the tenant:

RE: Eviction of property [X]

Dear (name of the tenant),

This letter is hereby written to inform you that you must evict the renovation of the house located at (mention the address) by 16th August 20XX.

Your failure to stop the renovation process at the premises you have been given the possession of will result in some legal actions against you. Please bear in mind that if you don’t stop the renovation by the deadline, the landlord will hold a right to ask you to vacate the premises.

You are being given 15 days’ notice via this letter so that you can evict the renovation easily at this time. I hope that you will show compliance with the notice being sent you to via this letter.

Regards,

Your name  
Your signatures