

NOTICE TO LEAVE PREMISES
3-Day Notice

TO: Ms. Tenant
Street Address
Toledo, OH xxxxx

On or about _____ (date), you were served with a 30-Day Notice that your lease would be terminated, which notice set forth the grounds for the termination. You were also advised of your right to process a grievance after a private conference.

You did process a grievance. The Hearing Panel ruled that you must provide additional evidence to your Property Manager in order to remain a resident. You did not provide the additional evidence. The undersigned is now in a position to have you served with this Notice to Leave the Premises; therefore, the undersigned hereby demands that you vacate the premises described above, on or before ____, (date).

Your compliance with this notice will prevent any legal measures being taken by the undersigned to obtain possession.

YOU ARE BEING ASKED TO LEAVE THE PREMISES. IF YOU DO NOT LEAVE, AN EVICTION 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.

LUCAS METROPOLITAN HOUSING AUTHORITY

Date: _____ BY: _____Property Manager
Certification

A copy of this Notice has been delivered:

- _____ Personally to the tenant named above; or
- _____ By prepaid first class mail properly addressed to tenant and by posting on the tenant's premises.

LUCAS METROPOLITAN HOUSING AUTHORITY

Date: _____ BY: _____Property Manager