

FRKB&G

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*Notice to Cease or Quit Request Form

*ALSO MEMBER OF NY BAR

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**RETIRED

Date: _____

Client contact name: _____

Client telephone #: _____

Client's email address: _____

Landlord/Entity name: _____

Tenant's name: _____

If more than one tenant, or if there are other occupants, name them all:

Tenant's Address: _____ Apt. _____

City _____ State _____ Zip Code _____

Notice to: _____ Cease or _____ Quit (Check one)

_____ Unauthorized Pet

_____ Unauthorized Use of Washing Machine

_____ Unauthorized Additional Locks

_____ Damage to Property

_____ Bedbugs

_____ Failure to Re-certify (Were Notices sent? If so, please attach them)

_____ Owner occupied

_____ Landlord wishes to occupy apt.

_____ Refusal to accept a lease renewal with reasonable terms

_____ Rent Increase: Old Rent \$ _____ New rent \$ _____

_____ Rent Control? _____ yes _____ no

_____ Unsanitary Apartment

_____ Failure to Provide Access

_____ Destroying the Peace & Quiet

_____ Loitering on Landlord's Property

Unauthorized Persons: Name/Describe Authorized and Unauthorized persons:

Drug Offenses Give Details:

Theft of the Landlord's/or other tenant's property.

Assaults or Threats. Have you ever sent the tenant written notice regarding the incident? _____ if yes, attach copies.

Habitual Late Payment of Rent (Amount of monthly rent \$ _____)

(We need at least a six month history)

Month Due

Date Paid

Eviction of a Terminated Employee

Date of termination: _____ please indicate job title: _____
Please attach copy of termination letter if one was sent and employment agreement.

Is the tenant's rent subsidized? _____ Yes _____ No

Is the entire property subsidized? _____ Yes _____ No

If the tenant does receive a subsidy, YOU must mail a copy of the Notice to Cease/Quit to the subsidy provider. Retain the proof of service for your records and bring that proof of service to Court on the trial date.

**Please let us know of any other details related to the reason for the notice request:
Please type or print clearly.**
