**14-Day Notice to Remedy Breach of Tenancy Agreement**

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_\_\_\_  
  
Tenant’s Name:

Tenant’s Address:

Dear [Tenant's Name],  
  
**Tenancy Address:**  
I am writing to let you know that you have not kept to your tenancy responsibilities by:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
This letter is **not** an eviction notice. It is a notice giving you until \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_\_\_ (at least 14 days from, but not including, today\*) to remedy the issue by doing the following:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
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If the issue is not resolved by the date above, I may apply to the Tenancy Tribunal for further action.  
If you have any questions, please get in touch:

Phone:

Mobile:

Email:

Postal Address:

Yours sincerely,  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
[Your Name]

Notice delivered by (tick one):  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_\_\_  
☐ By mail (\*allow 4 working days from, but not including, today)  
☐ By delivery to letterbox (\*allow 2 working days from, but not including, today)  
☐ By email (if agreed as address for service; allow 1 extra working day if sent after 5pm)  
☐ By hand delivery to tenant