

[Print on Large Paper]

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<<Name(s) of all Tenant(s)>>  
<<Address of property occupied by Tenant(s)>>  
<<Address>>  
<<Postcode>>

<<Date>>

Dear <<Name(s) as above>>

**Your tenancy of <<Property address>> is hereby terminated and you are required to vacate the Property by <<Date>>.**

As you know, an Outright Order for possession was granted by the County Court on <<Date>>. Under the terms of the Order, you are required to vacate the Property by <<Date>>.

by <<Location>> County Court on <<Date>>. Under the terms of the Order, you are required to vacate the Property by <<Date>>.

I/The Landlord should be grateful if you could vacate the Property in advance of this date. I would remind you that you are required to vacate the Property, as mentioned in my letter of <<Date>>.

arrangements to leave the Property in advance of this date. I would remind you that you are required to vacate the Property, as mentioned in my letter of <<Date>>.

If the Property is not vacated by the <<Date>>, enforcement proceedings will be taken and it may prove necessary to take such action as the Court may see fit to order.

If the Property is not vacated by the <<Date>>, the Landlord will have no choice but to issue enforcement proceedings and it may prove necessary to take such action as the Court may see fit to order.

Yours sincerely,

<<Name>>  
<<Title>>

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