

**Instructions ▼**

This *Notice* is commonly called a "30-Day Notice." However, the lease or local law may require a longer notice period.

Identify the tenants and mailing address.

In 1, enter the date the lease ends and the address of the property.

After you finish this form, sign and print your name.

Enter your complete address, telephone number, and email address, if you have one.

**NOTICE OF NON-RENEWAL OF LEASE  
OR TERMINATION OF TENANCY**

Date: \_\_\_\_\_

To: \_\_\_\_\_

\_\_\_\_\_  
*Tenant Names*

And any unknown occupants.

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Unit*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*ZIP*

1. Your lease or tenancy for this property is ending on \_\_\_\_\_. It will not be renewed when it ends and will terminate on that date.

*Date*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Unit*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*ZIP*

2. I am serving this *Notice* at least 30 days before the end of your lease so you have time to move out. If you do not move out by the time your lease ends, I may file a lawsuit to evict you.
3. In the meantime, you must still pay the rent you owe and follow the other terms of your lease.

\_\_\_\_\_  
*Landlord or Agent Signature*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Print Your Name*

\_\_\_\_\_  
*City, State, ZIP*

\_\_\_\_\_  
*Telephone*

\_\_\_\_\_  
*Email*

**NOTE:**

After this *Notice* is served, the person who serves this *Notice* should complete the *Affidavit of Service of a Demand or Notice* available at [illinoiscourts.gov/documents-and-forms/approved-forms](http://illinoiscourts.gov/documents-and-forms/approved-forms).