**Letter to Vacate from my property**

February 21, 2022

Anthony Verdeflor/Joji Verdeflor

Victorias City

Negros Occidental

Sir/Madam:

This refers to our verbal conversation last February 8, 2022 of your plans to renew the lease of my property at Osmeña Avenue on starting March 1, 2022. And while waiting, you are to pay the amount of P 833.33 while operating your business existing in the above mentioned property (see attached Letter of Intent to Vacate).

I have noticed that your payment of the above mentioned amount is irregular which serves as a basis for not considering your proposal for the lease.

Please be informed that you are to vacate my property on March 5, 2022 and is given 7 days to demolish your structure, and that you are to leave the vicinity free of all the debris of your demolished materials. For the balances of your unpaid electric and water bills you will be leaving 30 sheets of galvanized iron as collateral.

Please be guided accordingly.

Yours truly,

**HERMAN V. HINLO**  Owner

Copy furnished:

Hon. Rolando Millan

Brgy. Captain,

Brgy. 6, Victorias City

Negros Occidental