

# NOTICE TO QUIT

## (THREE-DAY NOTICE TO PAY RENT OR QUIT)

**Date of Service:** April 19, 2025

**To:** James Wilson and Sarah Chen

**Address:** 1234 Valencia Street, Apt. 302, San Francisco, CA 94110

**FROM:** Golden Gate Property Management, LLC

**Address:** 555 Market Street, Suite 400, San Francisco, CA 94105

**Phone:** (415) 555-7890

You are hereby notified that you are in default in payment of rent for the above premises in the amount of **\$3,850.00**, computed as follows:

- Rent due for the period of April 1, 2025 to April 30, 2025: \$3,800.00
- Late fees (as permitted by lease and San Francisco law): \$50.00
- TOTAL DUE: \$3,850.00

You are required to pay this amount in full within **THREE (3) DAYS** from the date of service of this notice, or to vacate and surrender possession of the premises.

Payment must be made to Golden Gate Property Management, LLC at 555 Market Street, Suite 400, San Francisco, CA 94105 during normal business hours (Monday-Friday, 9:00 AM - 5:00 PM).

Acceptable forms of payment include:

- Cashier's check
- Money order
- Electronic payment through the tenant portal at [www.goldengatepm.com](http://www.goldengatepm.com)

**IMPORTANT NOTICE:** Personal checks will NOT be accepted as payment to cure this default.

If you fail to pay the full amount specified above or to vacate the premises within three (3) days, legal proceedings may be initiated against you to recover possession of the premises, declare the forfeiture of the rental agreement or lease under which you occupy the premises, and recover damages and court costs.

This notice is provided in accordance with California Civil Code Section 1161(2) and applicable San Francisco Rent Ordinance provisions.

**NOTICE TO TENANTS:** If you are facing eviction and need legal assistance, you may contact:

- San Francisco Rent Board: (415) 252-4600

- Bay Area Legal Aid: (415) 982-1300
  - Eviction Defense Collaborative: (415) 659-9184
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Michael Thompson

Property Manager

Golden Gate Property Management, LLC