

**3-DAY NOTICE TO PAY RENT OR QUIT**  
**[California Code of Civil Procedure section 1161(2)]**

Resident(s): \_\_\_\_\_  
(All Adult Occupants and All Others in Possession)

Premises: \_\_\_\_\_  
(Address, Apt #, City, State, Zip Code)

TO RESIDENT(S):

PLEASE TAKE NOTICE that within three (3) days after service upon you of this Notice you are hereby required to **PAY** to the undersigned the rent for the above described premises, of which you now hold possession, amounting to the sum of (\$ \_\_\_\_\_), \_\_\_\_\_ dollars, or **QUIT** and deliver up possession of the premises

YOU ARE FURTHER NOTIFIED that the Landlord does hereby elect to declare a forfeiture of your rental agreement under which you now hold possession of the above-described premises, and if you fail to perform or otherwise comply with this Notice, will institute legal proceedings to recover rent and possession of the premises which could result in a judgment against you including rent, hold-over rent damages, costs and attorney fees together with treble damages as allowed by law.

*SECTION 594 OF THE PENAL CODE OF CALIFORNIA PROVIDES THAT "EVERY PERSON WHO MALICIOUSLY INJURES, OR DESTROYS ANY REAL PROPERTY NOT HIS OWN ... IS GUILTY OF VANDALISM." (A FELONY OR MISDEMEANOR)*

*"AS REQUIRED BY LAW, YOU ARE HEREBY NOTIFIED THAT A NEGATIVE CREDIT REPORT REFLECTING ON YOUR CREDIT RECORD MAY BE SUBMITTED TO A CREDIT REPORTING AGENCY IF YOU FAIL TO FULFILL THE TERMS OF YOUR CREDIT OBLIGATIONS."*

Please be informed that at the time of service of this notice, landlord/management have not received any request for maintenance or necessary repairs from the resident(s)/occupant(s). If maintenance or repair services are needed, please address those issues in writing and the landlord/management will immediately inspect the premises and make necessary repairs. In the absence of any written maintenance request from resident(s)/occupant(s), it will be assumed that no items require correction at this time.

Date: \_\_\_\_\_ Name of Person or Entity rent is payable to: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Name of Person rent is delivered to: \_\_\_\_\_

Address for payment: \_\_\_\_\_

\*If payment may be made in person, the usual hours and days for payment: \_\_\_\_\_

(Payment may be made by Certified Funds and/or  Cash  Check, pursuant your Rental Agreement.)



# DECLARATION OF SERVICE OF NOTICE TO RESIDENT(S)

I, the undersigned, declare that at the time of service of the papers herein referred to, I was at least (18) eighteen years of age, and that I served the following checked notice:

- \_\_\_\_\_ 3-Day Notice to Pay Rent or Quit
- \_\_\_\_\_ 3-Day Notice to Perform Conditions and/or Covenants or Quit
- \_\_\_\_\_ 3-Day Notice to Quit
- \_\_\_\_\_ Notice of Change in Terms of Tenancy (Other)
- \_\_\_\_\_ Other Notice: \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in one of the manners checked and set forth below:

## (1) PERSONAL SERVICE

\_\_\_\_\_ By **DELIVERING** a copy of the Notice **PERSONALLY** to:

\_\_\_\_\_

## (2) SUBSTITUTE SERVICE AND MAILING

(To be used only in the event that Personal service cannot be completed at the Tenant's residence or place of employment)

\_\_\_\_\_ By **LEAVING** a copy of the Notice with \_\_\_\_\_ a person of suitable age and discretion at the residence or usual place of business of the resident(s), said resident(s) being absent thereof, and **MAILING** by first class mail on said date a copy to each resident(s) by depositing said copy in the United States Mail in a sealed envelope with postage fully prepaid, addressed to the resident(s) at their place of residence:

(Street Address) \_\_\_\_\_  
Apt. no. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## (3) POSTING SERVICE AND MAILING

(To be used only in the event that Personal and Substitute service cannot be completed at the Tenant's residence or place of employment)

\_\_\_\_\_ By **POSTING** a copy of the Notice in a conspicuous place on the property therein described, there being no person of suitable age and discretion to be found at any known place of residence or business of said resident(s), and **MAILING** by first class mail on the same day as posted, a copy to each said resident(s) by depositing said copy in the United States Mail in a sealed envelope with postage fully prepaid, addressed to the resident(s) at their place of residence:

(Street Address) \_\_\_\_\_  
Apt. no. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge and if called as a witness to testify thereto, I could do so competently.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_, California.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature