

Note to Landlord

(DO NOT SERVE THIS PAGE WITH THE NOTICE)

This form does **NOT** apply to month-to-month leases, even if the tenant was on a long-term lease that changed to month-to-month at the expiration of the original lease date.

To non-renew a tenant on a month-to-month lease, you need to serve the **“NOTICE TO QUIT (GENERIC)”**.

If you are unsure of which notice to serve, please contact our office.

-The TS Team



Date: _____

Name of Tenant: _____ and all other occupants

Address of Tenant: _____

Apartment #: _____ Garage #: _____ Storage Unit #: _____

City: _____ State: _____ Zip: _____

Re: Notice of Non-Renewal of Lease and Notice to Vacate Premises with Statutory Mediation Advisement

Dear Tenant:

We are sending this letter to advise that your lease will not be renewed. The terms of your lease provide that the lease expires as of _____ (the "Lease Termination Date"). We will not be renewing your lease, which means that you are required to vacate and surrender possession of the premises as of _____. If you continue to occupy the premises after the Lease Termination Date, we will be left with no other alternative but to take legal action against you, including but not limited to filing eviction proceedings, to remove you from the premises. If you receive Assistance you may be eligible for mediation, see page 2.

Thank you for your cooperation.

Landlord/Agent for Landlord

I served the foregoing Notice with Statutory Mediation Agreement ("Notice") at the above address on (date) _____ in the manner described below:

By (Check One):

_____ By handing it to a person identified to me as _____ (Tenant)

_____ I have made diligent efforts to personally serve this Notice, I have made service of the foregoing Notice by posting a copy of it in a conspicuous place upon the premises described therein.

Sign Name _____

Certificate of Mailing

I hereby certify that I have on _____, mailed a true and correct copy of this Notice in a properly addressed envelope to the address above by depositing in the United States Mail.

Sign Name _____

MEDIATION ADVISEMENT

Pursuant to C.R.S. § 13-40-106(2), you are hereby advised that “a Residential Tenant who receives supplemental security income, social security disability insurance under Title II of the Federal 'Social Security Act', 42 U.S.C. 401 et seq., as amended, or Cash Assistance through the Colorado Works program created in Part 7 of Article 2 of Title 26 (Collectively referred to as “Assistance”) has a right to mediation prior to the landlord filing an eviction complaint with the Court pursuant to C.R.S. §13-40-110.”

IF YOU RECEIVE ASSISTANCE, PLEASE PROMPTLY INFORM US PREFERABLY IN WRITING.

GOVERNMENT ASSISTANCE AFFIDAVIT

INSTRUCTIONS: Complete when convenient. However, this affidavit must be completed prior to sending this Demand to Tschetter Sulzer.

I swear that the following is true:

1. I am the Landlord /Landlord’s Agent of the rental property located at:

Insert the same Address for Tenant(s), that is on the start of the demand on page 1.

2. I am familiar with the rental property and the Tenant(s) listed in the foregoing Demand / Notice.

3. Check One:

- a. The Tenant(s) receives Assistance, and the Landlord and Tenant(s) participated in mandatory mediation and the mediation was unsuccessful.
- b. The Landlord and Tenant(s) did not participate in mandatory mediation because:
 - i. the Tenant(s) did not disclose or declined to disclose to the Landlord in writing, in response to a written inquiry from the Landlord requesting whether Tenant(s) receives Assistance.
 - ii. The Tenant(s) do not receive Assistance.
 - iii. The Landlord is a 501(c)(3) nonprofit organization that offers opportunities for mediation to residential tenants prior to filing a residential eviction in court.
 - iv. The Tenant(s) were notified of mediation and did not participate in the mediation.
 - v. The Tenant(s) waived the mediation.
 - vi. Landlord has five or fewer single-family rental homes and no more than five total rental units, including any single-family homes.

Attested to on this date _____, 20____.

Signature (Landlord / Agent for Landlord)

Print Name (Landlord / Agent for Landlord)