

**NOTICE TO QUIT  
EVICTION FOR NON-PAYMENT OF RENT**

To Tenant: \_\_\_\_\_  
at rental unit address: \_\_\_\_\_  
\_\_\_\_\_

**Violation:** You owe me rent in the amount of \$ \_\_\_\_\_.  
[This amount **does not** include any late fees or interest. A tenant can't be evicted for non-payment of late fees.]

**Remedy:** Pay the full amount of rent money you owe (listed above) by this date and time:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ ☐ a.m. ☐ p.m.

[This date must be at least **7 days** after the Landlord gives this Notice to the Tenant.]

If you pay your rent in full before the date and time listed above, you do not have to move.

If you do not pay your rent or move by the date and time listed above, I may start a court case to evict you.

Owner/Property Manager

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

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

Print Title: \_\_\_\_\_

\*\*\*\*\*

**Landlord's Record of Service**

**Instructions:** Give a **copy** of this Notice to the Tenant one of the ways listed below. Keep this original and fill out the section below after you give the Tenant a copy. If the Tenant signs, it must be on the original version that you keep.

On \_\_\_\_\_ at \_\_\_\_\_ ☐ a.m. ☐ p.m.

☐ Tenant acknowledges getting this Notice: \_\_\_\_\_  
Tenant Signature

☐ I personally gave a copy of this Notice to the Tenant: \_\_\_\_\_  
Print Tenant Name

☐ I tried to give a copy of this Notice to the Tenant named above. I knocked on the door, and no one answered. I believed the Tenant was absent, so I securely taped a copy of this Notice to the front door of the rental unit.

☐ I mailed the Tenant a copy of this Notice by registered or certified mail. I have the return receipt.

\_\_\_\_\_  
Date Signature Print Name

**ATTACH ORIGINAL TO COMPLAINT IF YOU FILE AN EVICTION CASE**



# Eviction Diversion Program

## Pre-Filing Information Sheet

Your landlord has given you a **Notice to Quit**. This is the first step in the eviction process. If you and your landlord do not work things out, your landlord may start a court case to evict you.

A **Notice to Quit** tells you:

- The reason the landlord wants to evict you,
- A way to fix the problem, if it can be fixed, and
- The day you need to move out by to stop the landlord from starting an eviction case.

### Do not ignore the Notice to Quit.

#### Act



If you ignore the notice to quit, your landlord may start a court case to evict you.

You have options:

- Try to fix the problem,
- Talk to your landlord and try to work out an agreement, or
- You move out.

### It is always a good idea to get legal information and advice.

#### Learn



Get **free** legal information from the court's webpage:  
visit [ak-courts.info/housing](http://ak-courts.info/housing) or scan the QR code.



Get **free** legal advice from volunteer lawyers with Alaska Legal Services Corporation's (ALSC) **Landlord-Tenant Helpline:**

855-743-1001

Monday – Thursday  
6:00 p.m. – 8:00 p.m.

If you think you may qualify for ALSC services, apply at 888-478-2572 or [alsc-law.org/apply-for-services](http://alsc-law.org/apply-for-services)