



California Tenants – Use this letter if you are a tenant who was issued an eviction/termination by an electronic form of communication (text, email, or other electronic message).

Instructions:

- 1. Click here to open a Microsoft Word version of this sample letter
2. The Microsoft Word-version will have the same blank spaces as this version, but will not have the comments in the margin. Fill out the blanks in the Microsoft Word-version using the comments on the margins of this version as a guide.
3. Use this sample letter if you are a tenant who has been told by text, email, or another kind of electronic message that your landlord is terminating your tenancy and evicting you.
4. Please note that you should tailor this letter to the facts in your case. This template is not a substitute for legal advice. If you need help finding a tenant attorney, please see the Tenants Together Directory.
5. Once filled out with your information and sent to your landlord, keep a copy for your records.

Sent via Certified Mail- Return Receipt Requested

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Commented [MC1]: Date

()
()

Commented [MC2]: Full name of landlord and/or property manager

Commented [MC3]: Address of landlord and/or property manager

Dear (),

Commented [MC4]: Full name of landlord and/or property manager

I () have been a tenant at (). I am writing because you or your representative(s) notified me on () by () that my tenancy is terminated. Please be advised that notices to terminate a tenancy must be served in compliance with California CCP Section 1161. Under state law a tenancy cannot be terminated by text message, email, or other electronic messaging. I have not been served with a valid notice of termination.

Commented [MC5]: Your/tenant's name(s)

Commented [MC6]: Address, City, State, Zip

Commented [MC7]: Insert date

Commented [SSL8]: text, email, or whatever kind of electronic messaging system was used to send you the notice of termination/eviction

Sincerely,

()

Commented [MC9]: Your signature

()

Commented [MC10]: Your full name