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## THE DO'S AND DON'TS OF THE NONRENEWAL FORM

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- Who: All responsible parties who have signed the lease including guarantors.
- When: Refer to your lease agreement for specific time period prior to Resident's lease expiration and cite the particular paragraph to confirm the notice is being sent out meeting the notice requirements of the lease.
- Why: The Landlord does not wish the Resident to remain on property and wants possession of the unit.
- How: Deliver a true copy to the Resident by posting on the door and mailing or hand-delivering. Don't forget to add five (5) days for mail time!!!