



I authorize LT Services to commence eviction proceedings regarding the following tenant(s) and property:

From Client/Company: \_\_\_\_\_
Primary Contact/Your Name: Mr. / Ms. \_\_\_\_\_
E-Mail & Phone Number: \_\_\_\_\_
Contact/Billing Address: \_\_\_\_\_
(tenant will see this address) \_\_\_\_\_

Property's Legal Owner: \_\_\_\_\_
Complex Name (if any): \_\_\_\_\_

Tenant's Name(s) (provide all known information; missing information may invalidate your eviction notice):

DOB: SSN: Phone: E-mail:
DOB: SSN: Phone: E-mail:
DOB: SSN: Phone: E-mail:

Eviction Property Address: \_\_\_\_\_, WA 98

Is this a secured building? [ ] No security [ ] Key required [ ] Code: \_\_\_\_\_

If code, where/how is it entered: \_\_\_\_\_

Monthly Base Rent: \$\_\_\_\_\_ Other Recurring Charges: \_\_\_\_\_

DO NOT INCLUDE LATE FEES. Only recurring charges can serve as a basis for a non-payment eviction.

CARES Act Compliance: [ ] Market rate [ ] Federal loan/guarantee [ ] Subsidy (what type?) \_\_\_\_\_

On what type of notice(s) is this eviction based? [ ] Please serve the following notice(s)
[ ] COVID Payment Plan [ ] Notice to Pay or Vacate [ ] Notice to Comply or Vacate [ ] Other notice

The ATTACHED notice(s) were served by (if applicable):

- [ ] Hand-delivered individually to each tenant named on the notice
[ ] Hand-delivered to one tenant and mailed to all other tenants
[ ] Posted and mailed after knocking, waiting, and receiving no answer

The ATTACHED notice(s) were served on (if applicable): \_\_\_\_\_ at: \_\_\_\_\_ am/pm

Total Rent Due: \$\_\_\_\_\_ for \_\_\_\_\_ (what period?)

Please include the following additional documents: [ ] Lease/Rental Agreement (with move-in checklist)
[ ] Prior Pay or Vacate Notice(s) [ ] Most recent rent increase (if applicable) [ ] ledger/balance statement

By submitting this form, I certify that I am authorized to act on behalf of the landlord, have received a copy of the current rate sheet, and agree to pay all charges using the payment method provided or already on file.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_