

**Kurt N. Strauss & Associates**

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*Please fill out and fax or email a copy, or if you prefer, just call.*

Property Owner: \_\_\_\_\_ Agent: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Building Name: \_\_\_\_\_

Building Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

Onsite Manager's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Was notice served? Yes \_\_\_ No \_\_\_

Type of notice if served: 3 Day Pay or Quit \_\_\_ Perform Covenant or Quit \_\_\_

30 Day Quit \_\_\_ 60 Day Quit \_\_\_

Date Notice Served \_\_\_\_\_

How was it served? Personal \_\_\_ Post and Mail \_\_\_

Substitute \_\_\_ Substitute's name \_\_\_\_\_

Tenant (s) name: \_\_\_\_\_

Please send this form with a copy of any rental agreement, notice served, and any rent increase notices.