

MAILING INSTRUCTIONS

If the notice under Section 505.1(b) of the Landlord and Tenant Act is contained in the Lease, you can send the notice by:

1. Regular mail to the tenant's forwarding address, if provided, or if no forwarding address is provided, to the formerly leased premises; or
2. Personal delivery.

If no notice under Section 505.1(b) of the Landlord and Tenant Act is contained in the Lease, you also need to send the notice to any Emergency contact that may have been provided by the tenant in the lease agreement

[date]

[tenant's name

Address line 1

Address line 2]

[re: leased property address]

NOTICE

In accordance with Section 505.1(b) of the Pennsylvania Landlord and Tenant Act, you have ten days to contact us regarding your intent to remove any personal property remaining on the premises. If the intent is conveyed to us, the personal property shall be retained by us at a site of our choosing for thirty days. If no communication is made to us within ten days, the property may be disposed of at the end of the ten days, at our discretion.

You may contact us at:

Address

Telephone No.

Your property can be retrieved at the following location:

Address

Notice: You shall be required to pay all costs related to the removal or storage of property retrieved by you after ten days. If notice is given to us and the property is not removed by you within thirty days, it may be disposed of at our discretion.

Sincerely,