Ref No. [[Format of the Reference No.]]

Date: [[Date]]

Place: [[Name of the Place]]

Registered A.D.

NOTICE TO TRESPASSER FOR HANDOVER PEACEFUL POSSESSION TO THE OWNER

To

[[Name]]

[[Name of the Father]]

[[Address]]

Madam/Sir,

Under instruction and on behalf of my client, [[Name of the Client]] son of [[Name of the Father of the Client]], resident of [[Complete Address of the Client]]; I do hereby serve you with the following notice.

1. That my client, above named is the owner of the property situated at [[Complete Address of the Property]]
2. That the aforesaid property was purchased by my client by virtue of registered sale deed dated [[Date of Purchase]] from its previous owner and landlord [[Name of the Previous Owner and his Address]].
3. That after the purchase of the aforesaid building my client was put into its actual and physical possession of the portion of the said property.
4. That you with an illegal manner break opened the locks of the rooms on [[Date of illegal possession]] belonging to my client which was in his/her possession. Youd have illegally trespassed in the portion of the building in question.
5. That in this regard my client sent a written complaint to the senior police officer on [[Date of written complaint]].
6. That your occupation in the portion of the building is that of a trespasser for which you are liable to be evicted.
7. That you are also using the electricity, water of the building in question.

So through this notice you are called upon to vacate the property belonging to my client located at [[Complete Address of the Property]] within 15 days of the receipt of this notice and handover peaceful vacant possession of the same to my client failing which my client shall file a suit for your eviction and damages @ Rs. [[claim of damages per day]] per day from the date of occupation of the building in question in the competent Court of Law and in that case you shall be liable for all the costs and consequences.

Please also pay a sum of Rs. [[Amount of Cost or Damages or Legal Expenses]] as cost of this notice to my client.

Thanking you.

Yours truly,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\*[[Name of the Advocate | UPPERCASE]]\*\*

[[Email: Identity | Signature]]

[[Address]]

[[Contact]]

**Note** : A copy of this notice is the being sent to you under certificate of posting.