

**SAMPLE NOTICE TO TENANTS USING RECEIPTED MAIL
FOR PROPERTY STORED IN THE APARTMENT AFTER A
WARRANT FOR REMOVAL WAS EXECUTED**

Date

VIA RECEIPTED FIRST CLASS MAIL

Mrs. Jones

(Address of the premises)

VIA RECEIPTED FIRST CLASS MAIL

Mrs. Jones

c/o Mr. & Mrs. Smith

(Alternate Address)

Re: insert apartment address

Dear Mrs. Jones:

On **(insert date warrant of removal was executed)**, you were evicted from the above-mentioned apartment. This letter shall constitute notice to you that all of the personal property left in the apartment is considered abandoned and must be removed from the apartment no later than **(insert date 33 days from the date of mailing the notice.)** Please be advised that your **(insert type of animal)** has been removed from the premises by the _____ County Humane Society and you may contact them directly to retrieve your dog **(if applicable)**.

If you do not remove all of the property from the apartment by the date set forth above, we will conclusively presume that it is abandoned and we may: (a) sell the property at a public or private sale; (b) destroy or dispose of the property if we determine that the value of the property is so low that the cost of storage and conducting a public sale would probably exceed the amount that would be realized from the sale; or (3) sell some of the items of value and destroy or dispose of the remaining property. Under New Jersey law, if you claim the property by the date set forth above, we must make the property available to you for removal without payment of the unpaid rent. **(The previous sentence applies only to residential tenants.)** However, upon removal, New Jersey law requires that you pay for the storage costs and costs incidental to storage. Payment must be made by money order only.

You may contact **(insert name of person in charge)** at our office between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday at **(insert number)**.

Very truly yours,

Property Management Inc.

BY: _____