

**NOTICE OF INTENT TO FILE A COMPLAINT FOR SUMMARY EJECTMENT (Failure to Pay Rent)
(Real Property Article § 8-401(c))**

**Draft 03
HB0693, CH. 124
Eff. 10/01/2024**

FROM: _____
Landlord/Agent

Address _____

City, State, Zip _____ Telephone _____

E-mail Address _____

TO: Tenant (1) _____ Tenant (2) _____

Tenant (3) _____ Tenant (4) _____

Address _____

City, State, Zip _____ Telephone _____

E-mail Address(es) _____

THIS IS NOT A NOTICE OF EVICTION

An action for repossession of the property may be initiated if the total amount listed below is not paid within 10 days after the landlord provides this notice. You have a legal right to dispute the charges.

The past-due rent and late fee amounts claimed by the landlord to be due are:

\$ _____ rent for the months weeks _____ to _____

\$ _____ *late fees for the months weeks _____ to _____

*Due pursuant to the terms of your lease.

\$ _____ *TOTAL

*Does not include other charges related to utilities, services, other fees, fines, and court costs.

At your request, the landlord must promptly provide you an itemized accounting of debits and credits (rental ledger) showing how the landlord came up with the amount they claim you owe.

LANDLORD/AGENT CONTACT INFORMATION

(if different from above)

Phone Number: _____ E-mail: _____

Address: _____

DATE AND METHOD OF PROVIDING NOTICE

This notice is being provided to the tenant by the landlord on _____ by:

First-class mail – mail service certificate of mailing Affixed to the door of the leased property

Delivered electronically by: E-mail message Text message Electronic tenant portal

Note: If a Notice is may be sent electronically, the landlord must be provided with proof of the transmission. only at the request of the tenant. If sent through a tenant portal, the portal must provide the landlord must be provided with proof of the transmission by which the landlord can verify the transmission.

Date

Signature of Landlord/Attorney/Agent

Attorney Number

RESOURCES FOR TENANTS AND LANDLORDS

- Under the [Access to Counsel in Evictions Law](#), all income qualified tenants will have access to an attorney. ~~Tenants may qualify for a free lawyer through the Access to Counsel in Evictions program.~~ Call 211 for a referral or visit legalthelpmd.org for more information.
- Alternative Dispute Resolution (ADR) Office mdcourts.gov/district/adr/home
 - **Mediation** is a conversation between the landlord and the tenant that is facilitated by a mediator. Topics discussed in mediation may include: the amount of rent that is due and how and when it might be paid; a move out date and conditions of moving out; modifying, extending or terminating the lease; and/or, other topics important to the landlord and to the tenant. Mediation is available **before and after a failure to pay rent case is filed** in the District Court of Maryland. **To request mediation, visit mdcourts.gov/district/adr/landlordtenant.**
- **Rental assistance may be available to both Landlords and Tenants.** Visit mdcourts.gov/legalhelp/housing.
- **Speak with a lawyer for free at a Maryland Court Help Center.** Get legal advice, help with forms, and referrals to rental assistance programs. Visit mdcourts.gov/helpcenter or call 410-260-1392.



Maryland Court Help

Free. Online. In Person. By Phone.

