

**FAST EVICTION SERVICE
LAW OFFICES OF
JOHN E. BOUZANE**

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FAX COVER SHEET

ATTENTION: INTAKE DEPARTMENT

New Eviction Document Checklist

Date: _____

From: _____

Phone # _____ Fax # _____

(senders' name, address, telephone number)

Re: _____ v. _____
Landlord Tenant(s) / Occupant(s)
(owner/ apt. complex name)

Eviction Address: _____

Enclosed please find the following:

- _____ Eviction Take Sheet
- _____ Notice served to tenant(s)
- _____ Proof of Service of Notice
- _____ Rental Agreement
- _____ Rental Application
- _____ Rent Increase(s)
- _____ Credit Card Authorization
- _____ Supporting Documents (ie. pictures, receipts, witnesses, police reports)

(sender's name and signature)