Dear Mary,

Please find attached is a copy of the option agreement you signed. Your rent is now 15 days overdue and this is a violation of the option agreement.

We are now voiding your option agreement. Please be advised that you no longer have the right to buy this home.

Sincerely

John Doe

John Doe Properties LLC

If you want to reinstate your option, you will need to remit the amount of $ \_\_\_\_\_\_\_\_\_\_\_\_\_ currently due, plus a reinstatement fee of $100 by (date).