

# LATE RENT NOTICE

DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_

TENANT NAME: \_\_\_\_\_

TENANT NAME: \_\_\_\_\_

Address of Rental Unit:

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

This notice is to inform you that we have not received your rent due on: \_\_\_\_/\_\_\_\_/\_\_\_\_.

The amount not paid this period is: \$\_\_\_\_\_.

A LATE FEE of \$\_\_\_\_\_.00 has been charged per your lease agreement.

**TOTAL DUE THIS PERIOD, INCLUDING LATE FEES: \$ \_\_\_\_\_ .00**

Our records indicate that you:

\_\_\_\_ DO NOT HAVE A PREVIOUS AMOUNT DUE

\_\_\_\_ YOU HAVE A PREVIOUS AMOUNT DUE OF: \$ \_\_\_\_\_ .00

**TOTAL DUE THIS PERIOD AND PREVIOUS PERIOD: \$ \_\_\_\_\_ .00**

PLEASE SEND THE TOTAL AMOUNT DUE TO:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_