

Notice of Rent not received

TENANT: _____

ADDRESS: _____ APARTMENT NO. _____

CITY, STATE & Zip Code _____

Your rent is due and payable on the first of the month. A grace period is given until the 5th of the month for actual receipt of your payment. This grace period is only to allow for mail delays due to weekends and holidays.

If the rent is not received by the 5th of the month your lease is in default and the late fee specified in your lease is due along with any other actions deemed necessary in accordance with the lease.

Your lease requires that you maintain a current working phone. Please call within 24 hours to state your intentions. Failure to communicate your intentions could trigger the default provision in your lease.

LANDLORD

(PHONE NUMBER)

Notice served to property on :

_____ via mail / posted

_____ Rental rate for unit _____

_____ Amount past due

_____ Late fee

_____ Balance due

_____ Other _____
