

# Late Rent Notice

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Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

To: \_\_\_\_\_ (Tenant Name)

Rental Property Address: \_\_\_\_\_

Unit Number: \_\_\_\_\_

This letter serves as a formal notice that your rent payment for the property listed above is currently past due. According to the terms of your lease agreement, rent is due on the agreed-upon date each month.

## Late Payment Details

Monthly Rent Amount: \$ \_\_\_\_\_

Due Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

Outstanding Balance: \$ \_\_\_\_\_

Late Fee (if applicable): \$ \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

Please submit payment immediately to avoid further action, which may include additional fees or legal proceedings. If you have already made this payment, please disregard this notice.

## Landlord/Property Manager

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

If you have any questions or require assistance, please contact us as soon as possible.