

Late Rent Notice

Date

Notice To

Rental Property Address

From

Address

Phone and Mail

RE Past Due Rent Payment

Dear _____,

This Late Rent Notice serves as formal notification that rent due under the Lease Agreement dated _____ for the above-referenced property has not been received as of the date of this Notice.

According to our records, the following amounts are currently outstanding:

Description	Amount
Monthly Rent Due on _____	
Late Fee (if applicable)	
Other Charges (if applicable)	
Total Amount Due	

Payment of the Total Amount Due must be received no later than _____.

Payment may be made using the following method(s): _____.

If payment has already been made, please disregard this Notice and contact us immediately with proof of payment so that our records may be updated.

Failure to pay the outstanding balance by the deadline stated in this Notice may constitute a breach of the Lease Agreement and may result in further action permitted under the Lease Agreement and applicable law, including the commencement of procedures to recover unpaid amounts, additional charges that may accrue, or termination of the tenancy where permitted.

Nothing in this Notice shall be interpreted as a waiver of any rights, remedies, or obligations available under the Lease Agreement or applicable law. Acceptance of a partial payment, if any, shall not waive the requirement to pay the remaining balance unless expressly agreed in writing.

We encourage you to contact us promptly if you are experiencing circumstances that may affect your ability to make payment or if you believe this Notice has been sent in error.

Contact Information

For questions regarding this Notice or to discuss payment arrangements, please contact:

Contact Person:

Phone:

Email:

Thank you for your prompt attention to this matter.

Sincerely,

Landlord

Name

Date

Signature



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