

NOTICE OF CURRENT RENT BALANCE

Date: _____

Dear _____,

With this letter, you are hereby notified of your rent balance as of the date of this notice. Therefore, this letter represents a demand of immediate payment of your current balance in the amount of \$_____ ***Due Immediately*** for the period starting _____, 20____ to _____, 20_____.

This is a serious matter that requires your urgent attention. If you fail to perform, we will consider legal proceedings to recover rent and possession of said premises which would result in a judgment against you including costs and necessary disbursements.

You can contact me at _____.

Sincerely,

