

# **Late Rent Policies**

## **Effective September 6, 2009**

### **Notice:**

We are committed to not increasing any of our tenant's monthly rental rates during this changing economic period. With this in mind, we have been experiencing record numbers of late rent payments.

Therefore, effective September 6, 2009 you are hereby notified of this policy amendment to all existing rental contracts. The following policies will supersede any and all existing policies, contracts or agreements, written or verbal.

**Pay rent on line any day of the week and any time of day from the convenience of your own home: go to [www.estespropertiesonline.com/residential\\_tenants.htm](http://www.estespropertiesonline.com/residential_tenants.htm)**

#### **Rent due date**

Rent received after the 1<sup>st</sup> day of the month shall result in an automatic late fee of \$35.00. An additional daily late fee of 1% of the total balance due (rent plus late fee) will be assessed every day there after until the total balance is paid in full.

#### **Holiday/weekends/mail service**

Rent received on the 2<sup>nd</sup> day of the month is late regardless of holiday, weekends or mail service delivery days.

#### **Rent paid by mail**

Rent paid by mail before the 5<sup>th</sup> of the month may be paid by personal check. Rent paid after the 5<sup>th</sup> of the month may be paid on-line or by cashier check only. Do not mail cash.

#### **Fees Lessee will be charged for in the event of:**

Preparation, handling and mailing of rent reminder/late notices	\$ 35.00
Reminder notices are mailed on the 6 <sup>th</sup> of the month.	
Returned check NSF	\$ 50.00
Document preparation and service of the 5-day notice	\$100.00
Lessee's account sent to attorney for Forcible Detainer judgment	\$250.00
Each Writ of Execution prepared for service by a constable	\$150.00
Re-keying cost as a result of Writ	\$150.00
Re-keying cost as a result of tenant unapproved change of lock	\$250.00

Notice mailed July 27, 2009/posted July 23, 2009