

OVERDUE RENT INVOICE

Invoice #: _____
Date Issued: _____

PROPERTY MANAGEMENT / LANDLORD
Name/Company
Address Line 1
City, State, Zip
Phone / Email

TENANT INFORMATION

Tenant Name(s)
Unit Number / Street Address
City, State, Zip

PROPERTY ADDRESS
Rental Site Address

Description of Charges	Period Cover	Amount Due
Unpaid Base Rent	MM/DD/YYYY to MM/DD/YYYY	\$ 0.00
Late Payment Fee	-	\$ 0.00
Utility Arrears (if applicable)	Details	\$ 0.00
Other: _____	-	\$ 0.00

Total Outstanding Balance: \$ 0.00

PAYMENT INSTRUCTIONS

Please remit payment immediately via: Bank Transfer / Check / Portal

Account Details: _____

Notice: This is a formal demand for payment. Failure to resolve this balance by MM/DD/YYYY may result in further action according to the lease agreement and local tenancy laws.