

# Official Notice of Overdue Late Rent

Date \_\_\_\_\_

Tenants: \_\_\_\_\_

Property:

\_\_\_\_\_  
\_\_\_\_\_

Rent Due \$ \_\_\_\_\_

Late Fee \$ \_\_\_\_\_

Total Owed \$ \_\_\_\_\_

If the above amount is not received, we will be forced to take legal action and you could be liable for Court Costs and other fees.

Note: According to the lease you signed your rent is due on the first of the month and late after the 5<sup>th</sup> of the month.

You should have direct deposited your rent into our State Employees Credit Union Account. It is possible of Bank error and therefore we recommend you keep your deposit receipts.

Please advise ASAP on how you would like to proceed.

Sincerely,

Neebe Real Estate  
1002 Highland Woods Road  
Chapel Hill, NC 27517  
Phone 919-967-1554  
Website [www.NeebeRealEstate.com](http://www.NeebeRealEstate.com)  
Email: Office@NeebeRealEstate.com