

NOTICE OF LATE FEES ( UNINCORPORATED HILLSBOROUGH)

Date: \_\_\_\_\_

To: \_\_\_\_\_ and all others in possession

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

You have incurred a late fee in the amount of \$ \_\_\_\_\_ for the month of \_\_\_\_\_, 2020.

The late fee is being assessed in accordance with Paragraph \_\_\_\_\_ of your lease agreement which provides that your monthly rental payment is due on the first of each month and is considered late after the \_\_\_\_\_ day of the month. The lease provides that a late payment charge of \$ \_\_\_\_\_ will be assessed if your rent is not paid on a timely basis. Late fees are assessed due to the time and effort spent by management staff in communicating back and forth and preparing and delivering notices to collect on a contractual obligation.

\_\_\_\_\_  
Property Manager

I certify that I served a true and correct copy of the foregoing Notice on the above named tenant(s) this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ (a.m.) (p.m.)

\_\_\_\_\_ personally serving same upon said tenant.

\_\_\_\_\_ posting same at the above described premises in the absence of said tenant.

Served by: \_\_\_\_\_

Landlord: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

**NOTICE OF LATE FEES (UNINCORPORATED HILLSBOROUGH)**  
**(For use at properties that have daily late fees)**

Date: \_\_\_\_\_

To: \_\_\_\_\_ and all others in possession

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

You have incurred a late fee in the amount of \$ \_\_\_\_\_ for the month of \_\_\_\_\_, 2020.

The late fee is being assessed in accordance with Paragraph \_\_\_\_ of your lease agreement which provides that your monthly rental payment is due on the first of each month and is considered late after the \_\_\_\_ day of the month. The lease provides that if your rent is not paid on a timely basis, then an initial late payment charge of \$ \_\_\_\_\_ will be assessed, plus a late charge of \$ \_\_\_\_\_ per day thereafter until paid in full. Late fees are assessed due to the time and effort spent by management staff in communicating back and forth and preparing and delivering notices to collect on a contractual obligation.

\_\_\_\_\_  
Property Manager

I certify that I served a true and correct copy of the foregoing Notice on the above named tenant(s) this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ (a.m.) (p.m.)

\_\_\_\_\_ personally serving same upon said tenant.

\_\_\_\_\_ posting same at the above described premises in the absence of said tenant.

Served by: \_\_\_\_\_

Landlord: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_