



TO :
APARTMENT NO. :
DATE :
FROM : REALTY MANAGEMENT SERVICES
RE : NOTICE OF DEFAULT AND DEMAND TO PAY RENT

Dear

Earlier, we have visited you to remind you on your past due account. As of , our record shows that you still have an outstanding balance of (), below is the latest aging report of your account.

Aging of Account:

Current	To 30 days	31 To 60 days	61 To 90 days	91 To 120 days	121 To 150 days	Over 151 days

As you are aware, your rent under the Lease Agreement is due on the first day of each month and we have already provided a 5-day grace period. Please pay your account of on or before . If no full payment is received, we will consider you in default in accordance with Section 24 of the Lease Agreement. It is important that you settle your account with us on or before the date stated; otherwise, we'll take further action to collect the unpaid rent including enforcement of other remedies provided in the Lease Agreement such as but not limited to termination of lease, and re-enter and re-possession of unit.

In case payment has already been made, kindly disregard this notice. Should you have any questions, feel free to contact Keneth Reyes at (670) 235-0560 ext. 161 or Jeremiah Maximo at ext. 144. Your understanding and cooperation will be truly appreciated.

The Management