

Past Due Rent Letter

*(To be completed by landlord)*

Date

Renter’s name

Renter’s address

Renter’s phone number Renter’s signature

Dear ,

You are delinquent on your rent payment for the month /months of at the rate of per month,

for a total of $ past due.

To avoid eviction or further action, please pay this amount immediately.

Landlord’s name (print) check made out to :

Landlord’s signature mailing address

Landlord’s phone number W-9 enclosed

Property owner (if different from landlord)

7950 Church Street, Suite A, Gilroy, CA 95020 [**www**.stjosephsgilroy.org](http://www.stjosephsgilroy.org/) **email** [info@stjosephsgilroy.org](mailto:info@stjosephsgilroy.org) **tel** 408.842.6662 **fax** 408.842.5842