

APPENDIX D

August 1/18 draft

FIRST WRITTEN NOTICE OF DEFAULT-RENT
ASHCROFT INDIAN BAND HOUSING POLICY

Legal Names of Tenants:	Date of Rental Agreement:
Address of Rental Unit:	This Letter Delivered By: <i>[Insert Name]</i> To the Tenant on: <i>[Insert Date]</i>

Date: _____, 20__

We have not received your rent payment in the amount of \$_____, which was due on _____, 20___. As this rent payment is now late by at least five days, you are receiving this notice of default.

[Delete if not applicable] You in addition owe the Landlord \$_____ for _____, which by the rental agreement is also arrears of rent. The total arrears of rent owed to the Landlord is \$_____.

You have 15 days from the due date for the rent payment which you have missed, to either:

- (a) pay the total arrears of rent owed to the Landlord; or
- (b) enter into a written Arrears Agreement with the Landlord, scheduling the repayment of the arrears of rent.

If you do not do either (a) or (b) within that 15 day period, the Landlord may:

- (i) give you a second written notice of default, demanding that all arrears of rent be paid within 30 days of the due date for the rent payment you have missed; and failing that
- (ii) terminate your rental agreement, evict you from the rental unit, and forward the arrears of rent for collection by a collection agency or other legal process

Please give this matter your urgent attention, and contact me. My phone number is 250-453-9154. My e-mail is_____.

Yours truly,

ASHCROFT INDIAN BAND

Per:

HOUSING MANAGER