

OPTIONAL: SAMPLE LETTER TO BE SENT BEFORE OCTOBER 1, 2020

Date:

Tenant:

Location:

From:

Re: Notice of non-payment of rent

Currently you owe the following:

- a. Rent:
- b. Other:

You are still responsible for the amounts even though we cannot take action against you at this time. The Moratorium ends on September 30, 2020. Late fees and other charges are waived until that date.

The ARCHES Project is helping tenants pay their bills. Please contact them if you need assistance: 503-399-9080.

Although we cannot serve a termination notice at this time, you need to work out a plan to pay the utility and pay back rent.

Please contact us to make arrangements for payment.

This notice is served by posting to your front entrance and mailing by first class mail.