



RENT COLLECTION POLICIES

Rent is due on the first of each month. If you owe more than one half of one month's rent at open of business on the 6th- a late fee of \$5.00 will be assessed. After the 6th, an additional \$1.00 per day will be charged to your account until your balance is paid in full for that month. **Late fees will continue to accumulate \$1.00 per day until your rent balance is paid in full for that month for a maximum monthly late fee of \$30.00.**

3 Day Notices are a legal document that we will send – demanding rent be paid within 3 days. A Notice will be mailed to you on the 6th day of the month if you owe more than 1/2 month's rent. It is imperative that you respond quickly (3 days).

Notice of Petition: On or about the 12th of each month, if you owe one month's rent or more we will process a Notice of Petition and the City Marshall will personally serve it to you. **The fee for Marshall's service and to set a court date are \$90.00.** The Notice of Petition will state your scheduled court date and the amount you will need to pay to prevent an eviction.

Warrant and Judgment: In court, we will seek a Warrant & Judgment. **The cost for this is an additional \$ 150.00.** A Warrant will grant TRIP immediate control of your unit and also dictates that you pay all monies owed to TRIP.

Judgments: TRIP will seek to collect all monies owed. We will accept a payment agreement within ten days of move out. A judgment will allow us to utilize resources available through the court for collection. More Importantly: You may be ineligible to live in public housing or obtain a section 8 voucher until the debt is paid in full.

Other Charges May Include: Water Bills, Late Fee's, Legal Fee's, Service Calls

A telephone call to advise us of your personal situation will not preserve your rights in this matter. Please let us know if we can be of assistance in providing documentation for social services or other assistance programs. **It is important to keep your account status in good standing at all times.

