

How to deal with rent arrears

Guidance for private landlords



Evidence of Tenant's Rent Arrears

Tenants Name:

Landlords Name:

Tenants Address:

Landlords Address:

Tenants Reference:

Landlords Reference:

How much rent is charged? £

Weekly

Calendar monthly

Four Weekly

When is the rent normally due?

In arrears

In advance

How much are the rent arrears? £

What period do they cover?

from

to

Why have the arrears arisen?

Shortfall hasn't been paid

Missed payment

Irregular payments

What action that has been taken to recover the rent:

A letter / conversation

A payment plan

Notice to quit

Notice seeking possession

Court action

Other: