



ATTORNEY FEE NOTICE

Date:

Dear _____,

Please be advised that your account is in default according to the terms of your lease agreement. Your rental payment and late charges for *month* , *year* have not been received by our office as of *month* *day* , *year* .

Accounts that are seriously past due are placed with our attorney for processing. **Your account is about to incur an attorney's fee of \$ _____ .00.**

If you have already sent your rental payment and late charges, please call our office immediately to advise us.

Respectfully,

Manager