**LATE RENT NOTICE**

**[Enter Tenant’s Full Name]**

**[Enter Address Line 1]**

**Date:**

**Subject:** Seriously Overdue Rent Arrears at: **[address]**

Dear Mr/Mrs/Dr xxx

Further to my letter dated [Date] regarding your unpaid rent of £ **[amount]**, I have not received payment. Please let me remind you the Assured Shorthold Tenancy **[AST]** agreement signed on **[Date]** specifies payment by [Date] of each month and I refer you to the grounds for posses­sion which include late payment of rent.

As this amount is now seriously overdue, please pay in the first instance or contact me as a matter of urgency to let me know the reason that you have   
not paid your rent and to resolve the issue. My details are below.  
Yours sincerely,   
  
**[Sign Name]**