

RE: ZERO TOLERANCE Policy For Late Rent

Dear Tenant:

RENT MUST BE PAID ON TIME. WE CAN NO LONGER TOLERATE LATE RENTS

However we want to let you know in advance as you are a valued tenant. Therefore if you if you believe that you may be late with a payment - YOU MUST notify us at least 2 days before the payment is due - so we can advise the landlord they have to make alternative arrangements for that payment.

However, our policy is.....

- **2-3 Days Late - We will send you a courtesy SMS Text or email**
- **4-5 Days Late - We will send you a Termination Notice**
- **12-14 Days Late - We will Lodge the Matter With the Court**

EVICTION will follow if the problem is not remedied!

Some tenants are continually late with payments. If this situation occurs with your tenancy despite all of O'Byrne Estate Agents best efforts, the landlord may not renew your lease when the renewal time comes around. You will then be required to vacate the property at the end of the lease and also may be furnished with a poor performance record if a new landlord or agent should require one from our office

In Extreme cases, details of the tenancy are lodged on 2 National Internet Data Bases. This will affect further tenancy arrangements with other Real Estate Agents not only in your local area, but Australia wide. This will cause you inconvenience and hardship - which O'Byrne Estate Agents do not promote

Therefore O'Byrne Estate Agents are PRO-TENANCY and encourage everyone to ensure their rent is paid on time, all the time, so that our business relationship remains happy and beneficial for all of us

PLEASE ADVISE OUR PROPERTY MANAGER IF YOU DO NOT UNDERSTAND THE ZERO TOLERANCE POLICY

Yours faithfully,
O'Byrne Estate Agents

Raelene Drust