



3481-A S. Evans Street Greenville, NC 27834

Phone 252-756-6209

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www.RentInGreenville.com

POLICY FOR RENT PAYMENTS

All payments for rent are due on the first of each month. Rent is subject to late fee on the sixth of the month. Late fee is charged on any unpaid rent balance. Late fee is not charged on pet fee balance, damage charges or any charges other than rent. Rent payment must be received at the office by the 5th of the month.

Rent payments may be made at the office, 3481 S. Evans St, Suite A, Greenville, NC 27834, during regular business hours (M-F 8-5). We have a night drop at the office which is located to the left of the office door. You may also make a rent payment online but please be aware there is an extra fee to use the online payment system. Rent can be mailed to the office but rent payment must be received by the 5th. We do not observe post marks and any payment received by mail after the 5th is subject to late fee.

The late fee on late rent payment is 5% of the rent balance due. The late fee is \$15 for balances of \$300 or less.

Forms of payment accepted: Personal check, money order, certified check, and/or online payment via PayPal. Personal checks are NOT accepted after the 15th in the month for which rent is due. Any past due rent amount must be paid with a money order or cashiers check; online payment is also accepted for past due rent.

We do not accept cash payments for rent. Cash payment is accepted for Application Fee only.

Payment should be clearly marked with Resident's complete apartment address to ensure proper credit.