



Division/Branch
Address
Town/City MB Postal Code
manitoba.ca/housing

Name
Title
E-mail address
Tel: (204) 945-xxxx
Toll Free: 1-800- if avail
Fax: (204) 945-xxxx

<<Date>>

<<Leaseholder name>>

<<Co-Leaseholder name>>

<<Address>>

<<City/town, MB postal code>>

Client ID: <<Client ID>>

Client ID: <<Client ID>>

Notice of Arrears

Dear << Leaseholder and Co-Leaseholder >>:

Our records indicate that we have not received payment on your account.

The total amount owing on your account is: \$<<Amount owing on account:>>.

Payments can be made using cash, money order, debit, personal cheque, certified cheque, internet banking or telephone banking. Cash payments are only accepted at the rural district offices or the Payment Office located at 110-352 Donald Street, Winnipeg. When making a payment through internet banking or telephone banking, refer to **Application # <<Application #>>**.

If your account is not taken care of immediately, a Notice of Termination will be issued.

It is important that ongoing payments are received in full on or before the first of the month as set out in your Tenancy Agreement.

If there are circumstances affecting your ability to meet your rental payment obligations, please contact me immediately to discuss an acceptable payment plan. If payment has been made, please disregard this notice.

If you have any questions or concerns, please contact me.

Regards,

<<Sender Name>>

<<Sender Title>>

Tel: <<Sender Tel>>

