

# Rent Arrears Repayment Plan Agreement

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Property Address: [Insert Property Address]

Dear [Tenant Name],

We are writing to discuss your current rent arrears and propose a repayment plan that will help you manage your payments more effectively.

## Current Situation:

Your total rent arrears amount to [Insert Amount]. The overdue amount includes the following:

- Month [Insert Month]: [Insert Amount]
- Month [Insert Month]: [Insert Amount]
- Additional Fees: [Insert Amount]

## Proposed Repayment Plan:

We propose the following repayment schedule to clear the arrears:

- Payment 1: [Insert Amount] due on [Insert Date]
- Payment 2: [Insert Amount] due on [Insert Date]
- Payment 3: [Insert Amount] due on [Insert Date]

If you are unable to make the proposed payments on the specified dates, please contact us immediately to discuss alternative arrangements.

## Agreement:

By signing below, you agree to adhere to the repayment schedule outlined above.

\_\_\_\_\_  
Tenant Signature

Date: \_\_\_\_\_

Thank you for your attention to this matter. We appreciate your cooperation and look forward to resolving this issue.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]