

Bounced Rent Check Notification

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Address: [Insert Tenant Address]

Dear [Tenant Name],

We are writing to inform you that the rent check you submitted for the month of [Insert Month] has bounced due to insufficient funds in your account. The check number is [Insert Check Number] and was for the amount of [Insert Amount].

As per our lease agreement, we kindly ask that you address this issue promptly. Please arrange for an alternate payment method to cover the unpaid rent as soon as possible. Additionally, there may be a fee associated with the bounced check as outlined in your lease.

If you have any questions or would like to discuss this matter further, please do not hesitate to reach out to us.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Title or Position]

[Your Contact Information]