

8 Weeks in Arrears Proforma

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|----------------------------------|--|
| Name of Tenant | |
| | |
| Landlord Address | |
| | |
| | |
| Postcode | |
| Benefits Reference Number | |

| | |
|-------------------------------------|--|
| Amount of rent charged | |
| How often | |
| Total amount of rent arrears | |

You will need to provide evidence of rent arrears. Showing when the rent was due and what payments have been made.

Please tick to tell us what evidence you are sending with this form. We must see **original** documents not copies.

Acceptable types of evidence are listed below:

| | | | |
|---|--------------------------|--|--------------------------|
| Rent book | <input type="checkbox"/> | Bank Statements (Confirming transactions for rent payments) | <input type="checkbox"/> |
| Rental Receipts (Detail amounts & date paid) | <input type="checkbox"/> | Rent Account Statement | <input type="checkbox"/> |
| Court Documents (Confirming rent arrears) | <input type="checkbox"/> | Eviction Notification (Due to rent arrears) | <input type="checkbox"/> |

Any evidence **must** prove the total amount of rent arrears outstanding.

Landlord's signature.....

Date.....