*Rochelle Joseph*

*2366 Hammock Drive*

*High Point, NC 27265*

*202-573-6738*

Leonard and Maggie Whitmore

164 Faith Drive

Walstonburg, NC 27888

**RE: 164 Faith Drive**

Dear Mr. & Mrs. Whitmore:

In accordance with our current rental agreement entered into on October 6, 2017 for property located at 164 Faith Drive, lease payments are due on the first day of the month and late on the 16th. Per my records and as of February 15, 2018, you are in default of the agreement as follows:

* January 1st ($ 700 due) - payment not received
* February 1st ($ 700 due) - payment not received
* Late fees: $20 for each payment received after the 15th day of the month

**Please remit payment in full prior to March 1st, in the amount of $1,440.00 to avoid further penalty or termination of our agreement.**

Thank you for your cooperation,

Rochelle Joseph