

### Rent payments

- Rent payments are due on 1<sup>st</sup> July, 1<sup>st</sup> October, 1<sup>st</sup> January and 1<sup>st</sup> April. You will be invoiced around 4 weeks in advance and this will be for the full quarterly amount outlined in the contract (how you choose to split the payments it up to you provided that the full amount is paid).
- The bank account details for payment are on the invoice and below:

Simpson's Properties (Sort Code: 20-99-56, Account Number: 43948935) clearly stating your name on the transfer so we have a record of your payment.

- You will receive automated email reminders just prior to the rent payment date.
- Automated reminders will also be sent if there is an outstanding balance on the account after the rent payment date.
- If after 14 days there is an outstanding balance on the account then you will be sent a statement and asked to make payment. Interest and fees may be charged if rent is not paid within 14 days.
- If after a further 3 business days payment is not received then the matter is passed to a debt collection company who will be in touch with the group and the group's guarantors. Even if a tenant has paid the share of the rent that they have agreed with the rest of the group they and their guarantor are still liable for the outstanding balance. At this point costs will be incurred and we will pass them on to the group.
- The debt collection company would continue to follow the appropriate procedures and if unresolved the matter would go to the courts.

Please note: if you cannot pay on the contracted dates because of when your student loan is scheduled to reach you then please get in touch in writing and we will be happy to discuss a different date for your payment if it's reasonable.