



Stephen Cooke <stevecooke.c@gmail.com>

Re: Rent Acknowledgement - 29 Lawson Street HAMILTON

Lauren Forbes <LaurenF@leahjay.com.au>

Tue, Jun 12, 2018 at 9:49 AM

To: Heather finn <heather111finn@gmail.com>, Stephen Cooke <stevecooke.c@gmail.com>

Cc: Lauren Forbes <LaurenF@leahjay.com.au>

Hi Stephen

Thank you for the email.

Apologies I haven't been in touch I've been off work unwell.

The \$690 sits as a partial payment until the full week's rent of \$710 is paid. You will need to make a payment of \$20 to clear this and bring your paid to date a further week forward.

Please let me know if you require further clarification?

I've attached a copy of your ledger so you can see in December you've missed a week of paying the rent increase, hence the \$20 shortfall.

Have a great day!

Kind Regards,

Lauren Forbes
Senior Property Manager



PO Box 106 Hamilton NSW 2303

t: 02 4965 3153

m: 0417 584 973

leahjay.com.au

From: Heather finn <heather111finn@gmail.com>

Sent: 9 June 2018 2:41 PM

To: Lauren Forbes <LaurenF@leahjay.com.au>; Stephen Cooke <stevecooke.c@gmail.com>

Subject: Re: Rent Acknowledgement - 29 Lawson Street HAMILTON

Hi Lauren,

It's Stephen. Tried calling you about this a week ago, can you kindly elaborate as to what the \$690.00 is about? Is it an amount owing to you or us?

Kind regards,

Stephen

On Sat, Jun 9, 2018 at 7:45 AM, <laurenf@leahjay.com.au> wrote:

[Redacted]

[Quoted text hidden]



Tenant Ledger.pdf

24K