



# CITY OF SEBASTIAN FLORIDA

## MORTGAGE AND RENTAL ASSISTANCE GRANT

### NOTICE OF CURRENT RENT BALANCE FOR TENANT (TO BE COMPLETED BY THE TENANT'S LANDLORD)

Name(s) on Rental Agreement: \_\_\_\_\_

\_\_\_\_\_

Street Address of Property: \_\_\_\_\_

\_\_\_\_\_

Please be advised that I/we hold the lease/rental agreement on the residential property of the above referenced tenant(s). I/we understand the tenant(s) have applied to the City of Sebastian for assistance to make past due payments in the amount of \$ \_\_\_\_\_, which were due on the \_\_\_\_\_ of each month. According to the terms of the lease/rental agreement, the tenant(s) is also responsible for a late fee(s) of \$ \_\_\_\_\_ on the subject past due rental payment(s).

The tenant has missed \_\_\_\_\_ month(s) of rental payments that are currently past due.

The combination of the past due rental payment(s) and late fee(s) due is \$ \_\_\_\_\_.

I also wish to inform you that I have received the Declaration Form from the tenant indicating the most current order from the Centers for Disease Control and Prevention temporarily halting residential evictions.

I/we understand that the City is required to make the approved grant payments directly to the landlord. Therefore along with this Notice, I/we are submitting an IRS W-9 form which is required for the City to document the identity of those receiving these grant payments and instructs the City of Sebastian of the correct payee name for check, the correct mailing address and the correct tax identification number.

You can contact me at this phone number: \_\_\_\_\_.

Lease/Rental Agreement Holder's Printed Name: \_\_\_\_\_

Lease/Rental Agreement Holder's E-mail: \_\_\_\_\_

Lease/Rental Agreement Holder's Signature: \_\_\_\_\_

Date: \_\_\_\_\_