

**RENT COLLECTION POLICY**  
**HOUSING AUTHORITY OF THE CITY OF FORT VALLEY,**  
**STATE OF GEORGIA COUNTY OF PEACH**

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- 1. Rent is due and payable on the 1<sup>st</sup> day of each month. A tenant's account becomes past due if the rent is not paid in full by the 5<sup>th</sup> of the month. Partial Payments of the rent due WILL NOT BE ACCEPTED. The Fort Valley Housing Authority accepts only money orders, certified checks and personal checks as forms of payment. NO CASH PAYMENTS WILL BE ACCEPTED. In the event a personal check is returned by the Bank, "Insufficient Funds", the tenant will be charged \$25.00 return check fee and the Fort Valley Housing Authority will not accept another check as a form of payment on the tenant's account for the remainder of the lease period.**
- 2. Failure to pay rent in full by the 5<sup>th</sup> day of the month will result in addition of a \$25.00 late charge and the tenant will receive a letter giving them a 14 Day Notice that the Fort Valley Housing Authority considers this a serious violation of the lease agreement and intends to terminate the dwelling lease agreement.**
- 3. Failure to pay the due rent plus the \$25.00 late fee in full during the 14 Day Notice period will result in the Fort Valley Housing Authority terminating the tenant's lease and demanding possession of the dwelling unit. This is the last notice the tenant will receive before the account is turned over to Peach County Magistrate Court.**
- 4. Eviction action will require tenant to pay ALL current and past due rent, excess utility, maintenance, late fees and court cost for tenant to remain in the dwelling unit. Once an eviction warrant is served, the tenant MUST pay entire balance in full or the tenant will be evicted from the dwelling unit immediately.**
- 5. The Fort Valley Housing Authority will take ALL possible actions including wage garnishments, civil suits, credit bureaus, collection agencies to recover ALL money owed.**