ADDRESS:  Address of Tenant  DATE:  TO:  Name of Landlord or Managing Agent  RE: Late Fees  Dear  Name of Landlord or Managing Agent  I am writing to make you aware of the Vermont case law regulating the practice of charging late fees.  According to Vermont case law, [Highgate Associates, Ltd. v. Lorna Merryfield, Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	FROM:	
DATE:  TO: Name of Landlord or Managing Agent  RE: Late Fees  Dear: Name of Landlord or Managing Agent  I am writing to make you aware of the Vermont case law regulating the practice of charging late fees.  According to Vermont case law, [Highgate Associates, Ltd. v. Lorna Merryfield, Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	Name of Tenant	
TO:	Address of Tenant	
Dear	DATE:	
Dear	TO:	
Dear	Name of Landlord or Managing A	Agent
I am writing to make you aware of the Vermont case law regulating the practice of charging late fees.  According to Vermont case law, [Highgate Associates, Ltd. v. Lorna Merryfield, Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	RE: Late Fees	
I am writing to make you aware of the Vermont case law regulating the practice of charging late fees.  According to Vermont case law, [Highgate Associates, Ltd. v. Lorna Merryfield, Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	Dear	:
According to Vermont case law, [Highgate Associates, Ltd. v. Lorna Merryfield, Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	Name of Landlord or Ma	anaging Agent
Supreme Court Docket No.90-032] landlords may only charge a tenant a late fee to cover expenses actually incurred as the result of tenant's tardiness in paying rent. Such a fee may not be simply a penalty. A late fee, which is not reasonably related to the landlord's expenses, is invalid and the tenant does not have to pay it.  I am requesting that you present documentation showing that the fee is equal to your expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature		mont case law regulating the practice of
expenses. If you cannot or will not show this documentation, I am under no obligation to pay the late fee.  Sincerely,  Signature	Supreme Court Docket No.90-032] landlor expenses <b>actually incurred</b> as the result of <b>may not be simply a penalty.</b> A late fee,	ds may only charge a tenant a late fee to cover f tenant's tardiness in paying rent. <b>Such a fee</b> which is not reasonably related to the
Signature	expenses. If you cannot or will not show th	<u> </u>
	Sincerely,	
Printed Name	Signature	
Timed Name	Printed Name	