

How to Pay your Rent like an Expert

Form of Payment

- ✓ *Never* pay with cash or personal check!
- ✓ Always buy a money order or cashier's check with the date of purchase clearly stamped on it.
- ✓ We suggest buying *Western Union* or *Continental Express* money orders because they make it easier to obtain reimbursement and obtain proof that the money orders have been cashed. Post Office money orders can take up to 6 months to track.

How to Pay Rent by Mail, Personal Delivery, or Landlord/Manager Pick Up

Mail

- ✓ *Never* mail your rent via regular mail!
- ✓ Make sure you mail it with proof of mailing such as Certified Mail, Signature Confirmation or USPS Tracking.
- ✓ Only mail the rent if you have something **in writing** stating that you are to send it by mail.
- ✓ If you mail the rent and it is lost, you are responsible for the lost money unless the landlord required you to mail it. However, you must have proof that you mailed it (your testimony is not sufficient!).

Personal Delivery

- ✓ If you pay directly to someone, take a witness with you (preferably not a family member).
- ✓ Avoid using a drop-box if you have the option of giving your rent directly to a person.
- ✓ Ask for a receipt or a signed paper to show proof of payment.

Landlord/Manager Pick up

- ✓ Ask for a receipt or a signed paper to show proof of payment when they pick it up.

When to Pay Rent

- ✓ Rent is due on the 1st of the month – unless your contract states a different date. The law does not recognize a grace period unless your contract states that you have one.