

This is an example of the billing we give tenants each month. Both the Heat usage and their rent due.

Reed Street LLC
PO Box 270751
Louisville, CO 80027
Scottrose1@gmail.com

April 16, 2009

Tenant
1695 Reed Street, Apt. 3
Lakewood, CO 80214

Dear Tenant,

We are writing to provide your gas utility bill for March. Good news: gas charges were about 30 percent lower than last month! I know we're all ready for spring.

Charges are billed one month in arrears to allow us to gather gas usage information from Xcel. As such, your payment represents your share of gas usage for the month of March.

Your amount due for rent is: **\$795.00**

Your amount due for Heat is: **\$61.19**

Past Due:	<u>0</u>
Total Due:	\$856.19

Please send your payment to **Reed Street LLC** at the address shown above.

Payments for March gas may be included in your May rent check.

Sincerely,

Scott Rose

Reed Street LLC