



PRINT RESIDENT'S NAME

ADDRESS OF APARTMENT YOU ARE PAYING FOR (Please print legibly)

AMOUNT PAID (No Cash Please)

FOR THE MONTH OF

Payable to: **First Site**
138 E. Beaufort St. Suite A
Normal, IL. 61761

Payment is due on the 1st of each month (Please refer to your lease for your payment schedule)
Payment must reach our office by the close of business on the 5th of each month (5-day grace period)
10% late fee will be applied to the apartment account for any outstanding balance after the close of business on the 5th
Please print address of apartment you are paying for on the memo line of your check



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