

week no.	date	amount paid	balance
1	02/04/18	no rent is due if your account is clear*	
2	09/04/18		
3	16/04/18		
4	23/04/18		
5	30/04/18		
6	07/05/18		
7	14/05/18		
8	21/05/18		
9	28/05/18		
10	04/06/18		
11	11/06/18		
12	18/06/18		
13	25/06/18		
14	02/07/18		
15	09/07/18		
16	16/07/18		
17	23/07/18		
18	30/07/18		

week no.	date	amount paid	balance
19	06/08/18		
20	13/08/18		
21	20/08/18		
22	27/08/18	no rent is due if your account is clear*	
23	03/09/18		
24	10/09/18		
25	17/09/18		
26	24/09/18		
27	01/10/18		
28	08/10/18		
29	15/10/18		
30	22/10/18		
31	29/10/18		
32	05/11/18		
33	12/11/18		
34	19/11/18		
35	26/11/18		
36	03/12/18		

week no.	date	amount paid	balance
37	10/12/18		
38	17/12/18		
39	24/12/18	no rent is due if your account is clear*	
40	31/12/18	no rent is due if your account is clear*	
41	07/01/19		
42	14/01/19		
43	21/01/19		
44	28/01/19		
45	04/02/19		
46	11/02/19		
47	18/02/19		
48	25/02/19		
49	04/03/19		
50	11/03/19		
51	18/03/19		
52	25/03/19		
TOTALS			

\* There are four weeks in the year when **no rent is due if your account is clear**. You should continue to pay if a) your Direct Debit requires you to do so or b) you owe us money or c) you are asked to do so in a Court Order or other arrangement. For terms of your tenancy agreement please refer to your tenant handbook.

## How to pay your rent

Your rent is due weekly in advance and it is your responsibility to ensure that your rent is paid on time. You can pay your rent in the following ways:

- ▶ by **Direct Debit** tel: 01274 254777
- ▶ by bank **Standing Order**
- ▶ at our Shipleigh **Quays** office
- ▶ over the **telephone: 01274 254777**
- ▶ **online** - [www.incommunities.co.uk](http://www.incommunities.co.uk)
- ▶ at any **Payzone** point
- ▶ at any **Post Office**
- ▶ by **post**



Please note: None of the above methods accept credit card payments.

### Incommunities Shipleigh office:

**Incommunities - The Quays,**  
Victoria Street, Shipleigh BD17 7BN

**tel: 01274 254777**

### Paying your rent by Direct Debit is now more flexible than ever.

You can choose a date of the month or day of the week for payments that suits you.



*talk to us on...*

**tel: 01274 254777**

## your rent payment calendar

2018/2019

*week 1*

*week 12*

*week 36*

*week 52*

*week 18*

