

**RALEIGH HOUSING AUTHORITY  
PUBLIC HOUSING RENT COLLECTION POLICY**

Rent and other charges are due and payable on the 1<sup>st</sup> business day of the month. As a safety measure, **NO CASH** shall be accepted. Raleigh Housing Authority has established the 5<sup>th</sup> business day of each month as the time through which rent payments and/or other charges due will not be considered late. There will be a late charge assessed monthly after the due date for any delinquent balance owed to the Housing Authority. After the 5<sup>th</sup> business day, a legal notice of termination will be issued to all Residents who have not made their payment. After the 5<sup>th</sup> business day, rent will be accepted by certified funds only. Upon execution of the Partial Payment Agreement, partial payment may be accepted.

If rent and/or other charges are paid by a personal check and the check is returned by the financial institution for any reason, this shall be considered a non-payment of rent and will incur a late charge plus an additional charge for processing. Once a personal check is returned, no further personal checks will be accepted. After a year of satisfactory payment history, a Resident may request a review of their payment history to determine if personal checks may be accepted.

Raleigh Housing Authority may refuse to accept the Residents offer of rent on the 4<sup>th</sup> time that the Resident has failed to pay rent or other charges during the first five (5) business days of the month within any twenty-four (24) month period. Raleigh Housing Authority reserves the right to refuse any rent once legal proceedings have been initiated.

Raleigh Housing Authority has an automated system that will provide Resident balance information by phone. All Residents are required to call **(919) 508-1395** each month to obtain their monthly rent amount and/or other charges that are due.

Rent payments must be submitted by using the drop box located at Raleigh Housing Authority, 900 Haynes Street, or by mailing to 900 Haynes Street, Raleigh, NC 27604. Please be mindful that all payments must be received no later than 5pm on the 5<sup>th</sup> business day.

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Resident

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Date