

Clerk to the Council



# TRING

TOWN COUNCIL

Market House  
61 High Street  
Tring  
Herts  
HP23 4AB

01442 823347

admin@tring.gov.uk  
www.tring.gov.uk

20 September 2022

Account Ref: DL [REDACTED]

### ALLOTMENT RENT NOTIFICATION

Dear [REDACTED]

I am writing to advise that the Annual Rent for the following Allotment Plot(s) is now due and should be paid before 18/10/2022.

Plot Ref	Plot Rent	<u>Minus</u> <u>Adjust</u>	<u>Plus</u> <u>Shed</u>	<u>Plus</u> <u>Extras</u>	<u>Minus</u> <u>Concns</u>	<u>Plus</u> <u>Admin</u>	<u>Plus</u> <u>Arrears</u>	<u>Minus</u> <u>Paid</u>	Total Due
Duckmore Lane									
DL061A	30.00	0.00						0.00	30.00
Total Plot Rent Payable £									<u>30.00</u>

Tring Town Council hopes that you have had a successful growing season on your allotment.

The Allotment Garden Tenancy Agreement is attached for your information. The Allotment Policy is available on the Council's website at [www.tring.gov.uk](http://www.tring.gov.uk).

Please be aware that payment of the rent indicates acceptance of the tenancy agreement. We do not require a signed copy of the agreement.

Payments should be made by 18th October 2022 by the following means:

Direct payments are preferable. Please make bank transfers using the details on your tenancy agreement.

If you are unable to pay online, the Council Office is open daily from 9.30-12.30 for the collection of rents (it is the red door at 61 High Street, next to the Market House)

Payments may be put through the letter box at other times (in an envelope marked for the attention of TRING TOWN COUNCIL). However, receipts will not be sent.

Kind regards,

Caroline Murray  
Deputy Clerk to the Council

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<b>Please return this slip with your payment to:</b>	<b>Plot No: DL061A</b>	<b>Total Rent for :- Plot(s) £</b>	<b>30.00</b>
Tring Town Council Market House 61 High Street Tring Herts HP23 4AB		<b>Adjust Amnt £</b>	<b>- 0.00</b>

Rent from: [REDACTED]

Reference: [REDACTED]

Rent Paid £	<u>0.00</u>
<b>TOTAL Rent Due £</b>	<b><u>30.00</u></b>