Basic Monthly Rent Ledger Template

A clean printable ledger for tracking monthly rent due, payments received, late fees, other charges, and remaining balances for one tenant or rental unit.

BEST USED FOR

- Routine monthly rent tracking
- Simple tenant payment history
- Landlord bookkeeping records

PROPERTY ADDRESS	UNIT	TENANT NAME	LEASE START DATE	MONTHLY RENT	PREPARED BY

Month	Rent Due Date	Rent Due	Date Paid	Amount Paid	Late Fee	Other Charges	Balance	Payment Method	Notes
Total Rent Due		**Total Paid**		**Late Fees**		**Balance**			

Recordkeeping note: This template is provided for organization and landlord recordkeeping only. It is not legal advice and does not replace state-specific eviction requirements, lease terms, notices, or attorney guidance.

Seeing repeated missed payments?
Use your completed ledger to organize the facts, then visit kickemoutquick.com to find eviction and collection resources for landlords.