Eviction Documentation Rent Ledger Template

A more detailed ledger for organizing rent history, notices, supporting documentation, and balances when a nonpayment situation may require next steps.

BEST USED FOR

- Nonpayment documentation
- Attorney or eviction-service preparation
- Notice and action tracking

PROPERTY ADDRESS	UNIT	TENANT NAME	LEASE START DATE	CASE / REFERENCE #	PREPARED BY

Date	Event Type	Rent Due	Amount Paid	Late Fee	Other Charges	Running Balance	Proof / Document	Notice / Action	Notes
Total Rent Due		**Total Paid**		**Current 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.