

How to pay your rent

Your rent is due weekly in advance. It is your responsibility to ensure that your rent is paid on time.

Paying your rent by Direct Debit makes it easier

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.

You can also pay in the following ways:

- ▶ by bank **Standing Order**
- ▶ at our **office** - Incommunities, The Quays, Victoria Street, Shipley, BD17 7BN.
- ▶ **Automated telephone payment:** **01274 254777** and select “option 1”
- ▶ **online** - www.incommunities.co.uk/pay-your-rent
- ▶ at any **Payzone** point
- ▶ at any **Post Office**
- ▶ by **post**



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

Did you know you can pay your rent online anytime?

All you need is your tenancy reference number beginning 85 which can be found on your rent payment card or rent statement.

You will need to register once and your details are saved, after that paying your rent is easy.

- ▶ Go online to our website; www.incommunities.co.uk/pay-your-rent

You can then use your debit card to make an immediate payment. It's quick, safe and secure.

Make safe and secure payments anytime...

Day or night, 24 hours a day, 7 days per week

Your rent payment calendar

2021/2022

week 52

week 1

week 12

week 36

week 18



week no.	date	amount paid	balance
1	05/04/2021	no rent is due if your account is clear*	
2	12/04/2021		
3	19/04/2021		
4	26/04/2021		
5	03/05/2021		
6	10/05/2021		
7	17/05/2021		
8	24/05/2021		
9	31/05/2021		
10	07/06/2021		
11	14/06/2021		
12	21/06/2021		
13	28/06/2021		
14	05/07/2021		
15	12/07/2021		
16	19/07/2021		
17	26/07/2021		
18	02/08/2021		

week no.	date	amount paid	balance
19	09/08/2021		
20	16/08/2021		
21	23/08/2021		
22	30/08/2021	no rent is due if your account is clear*	
23	06/09/2021		
24	13/09/2021		
25	20/09/2021		
26	27/09/2021		
27	04/10/2021		
28	11/10/2021		
29	18/10/2021		
30	25/10/2021		
31	01/11/2021		
32	08/11/2021		
33	15/11/2021		
34	22/11/2021		
35	29/11/2021		
36	06/12/2021		

week no.	date	amount paid	balance
37	13/12/2021		
38	20/12/2021	no rent is due if your account is clear*	
39	27/12/2021	no rent is due if your account is clear*	
40	03/01/2022		
41	10/01/2022		
42	17/01/2022		
43	24/01/2022		
44	31/01/2022		
45	07/02/2022		
46	14/02/2022		
47	21/02/2022		
48	28/02/2022		
49	07/03/2022		
50	14/03/2022		
51	21/03/2022		
52	28/03/2022		

* 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.