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IRA H. GROLMAN  
FRANK T. EARLE III  
STEVEN K. HEMINGWAY  
JEFFREY R. LARNARD  
WILLIAM P. ISENBERG  
PATRICK M. GROULX

Date

Tenant's Name  
Tenant's Address, Unit #  
City, MA Zip Code

**USE AND OCCUPANCY LETTER**

Dear Mr./Ms. Tenant's Last Name:

This will acknowledge receipt of \$ \_\_\_\_\_ paid by you on account of your use and occupancy of \_\_\_\_\_, Massachusetts.

In receiving this payment, the Landlord does not waive the termination notice previously sent, nor does the Landlord waive any summary process action heretofore or hereafter commenced. Additionally, by accepting such payment, the Landlord does not consent to the commencement of a new tenancy or the reinstatement of the old tenancy.

If you have any questions regarding this matter, please contact \_\_\_\_\_ at \_\_\_\_\_.

Signature \_\_\_\_\_

\*\*\* Please note: this sample form is provided for educational purposes only and should not be used without first consulting with an attorney about the specific facts of your case. The provision of this document or any collateral material is not intended to create, nor does it create, an attorney-client relationship.\*\*\*