



ECONOMIC CRIME UNIT
EATON COUNTY PROSECUTING ATTORNEY

JEFFREY L. SAUTER
Prosecuting Attorney

DOUGLAS R. LLOYD
Assistant Prosecuting Attorney

7/25/2006

ROBERT D. KELLOGG
Detective

JODY GILZENE
Assistant Investigator

TO: All Eaton County Businesses

RE: Rental Property Diversion Program

The Economic Crime Unit (ECU) launched a new diversion program for Eaton County businesses. The ECU is offering a Rental Property diversion program. The creation of the Rental Property diversion is another area in which the ECU will be able to help businesses improve their bottom line. The diversion program is free to businesses and is designed to help with the recovery of past due rental items.

This program will be similar to the ECU bad check diversion program. Businesses have the opportunity to file a complaint with the ECU if a renter does not return rental property on the due date. In order to use the program businesses must follow certain procedures.

- There must be a written rental agreement in place;
- a past due rental property notification letter must be sent to the renter by certified or registered mail;
- if there is no response to the notice letter, submit the rental property complaint sheet by mail or fax to the ECU.

Businesses can recover the value or cost of the unreturned property, reasonable late fees and the certified or registered letter charge. Once a business files a complaint, the late fees are limited to those listed on the complaint. Late fees will not be calculated after a complaint is submitted. Initial Rental Property diversion forms are included within the packet. Please feel free to copy the forms or print additional forms from the ECU website at www.prosecutingattorney.info. Businesses may obtain additional forms by calling the Economic Crime Unit office as well.

We look forward to assisting all interested Eaton County businesses.

Respectfully,

Douglas R. Lloyd
Assistant Prosecuting Attorney