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Unit 3-2

September 22, 2016

Kevin Gerrish, Property Manager
Munjoy Properties, LLC
PO Box 10991
Portland, Maine 04104

RE: Munjoy Properties, LLC v Erika Burwell and All Other Occupants
Docket No. PORDC-SA-16-803
Our File No. 1712

Dear Kevin:

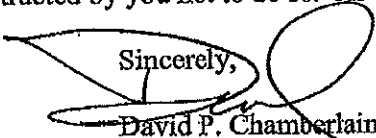
This letter is to confirm that we received the return of service relative to the Writ of Possession. Ms. Burwell was served with the Writ of Possession on September 19, 2016. Therefore, as you know, on September 21, 2016, her right to possession of the premises was terminated and she is deemed to be a trespasser without right and you are entitled to possession of the premises. However, as you know, we have an agreement to allow Ms. Burwell in to remain in the premises no later September 23, 2016 at 4:00 P.M. Enclosed please find the original Writ of Possession for your information and records.

Please be advised that if she had a security deposit relative to her tenancy, you must provide a letter to her at her forwarding address or last known address (which usually is the subject premises) itemizing the reasons for retention of the security deposit within twenty-one (21) days in the case of a tenancy-at-will or, if she is under an effective lease within the time stated in the lease, which is frequently thirty (30) days. However, you should review the lease carefully to determine the number of days provided by your lease. Failure to timely send such a letter can result in double damages and attorney's fees to the tenant.

In addition, if there are salvageable personal property items left behind at the subject premises, Maine law dictates that a landlord must provide a letter to the tenant itemizing the abandoned property and giving the tenant seven (7) days to pick up such items.

If you have any questions regarding the statutory requirements regarding security deposits and/or abandoned personal property we will be more than happy to assist you in the regard. Otherwise, because you now have legal possession of the premises we will be closing our file in this matter, unless otherwise instructed by you not to do so. As always, thank you for letting us be of service to you.

Sincerely,


David P. Chamberlain, Esq.

DPC/blc

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