

## CLAIM FORM INSTRUCTIONS

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| <p><i>Your Claim must be submitted online or mailed and postmarked by:</i></p> <p><b>April 23, 2020</b></p> | <p><i>Hargrove v. Grubb Management, Inc.</i><br/>c/o Claims Administrator<br/>1650 Arch Street, Suite 2210<br/>Philadelphia, PA 19103</p> <p>Website: <a href="http://www.NCHargroveEvictionFeeSettlement.com">www.NCHargroveEvictionFeeSettlement.com</a></p> |  |
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### Instructions for Completing the Claim Form

You are eligible to submit a Claim Form if you are a member of the **Collection Letter Class** and want to obtain Monetary Relief – Cash benefits available to Collection Letter Class. **Eviction Fee Class Members** do **NOT** need to file a Claim Form to obtain Monetary Relief – Cash benefits available to Eviction Fee Class.

For more information about all available benefits, including Monetary Relief – Cash benefit available automatically to Eviction Fee Class or Monetary Relief – Debt Relief benefits that do not require a filing of a Claim Form, please read the Notice available at [www.NCHargroveEvictionFeeSettlement.com](http://www.NCHargroveEvictionFeeSettlement.com) or contact the Claims Administrator.

You are a **Collection Letter Class Member** if you are a natural person who:

- (1) At any point between June 30, 2013 and June 25, 2018, resided in any of the properties in North Carolina owned and/or managed by the Defendants, **and**
- (2) You received a Collection Letter, which is any letter sent by Defendants between June 30, 2013 and June 25, 2018 that asserts that the individual will either (a) be charged with Eviction Fees upon the filing of a summary ejection action or (b) that Eviction Fees are owed. Representative letters can be found at: [www.NCHargroveEvictionFeeSettlement.com](http://www.NCHargroveEvictionFeeSettlement.com).

If you are a **Collection Letter Class Member** and submit a valid and timely Claim Form, you will be eligible to receive \$50 for each Collection Letter sent by Defendant, with a maximum of \$150. If you make a claim for benefits, you must swear, under penalty of perjury, to receiving a Collection Letter, and state the month and year of each Collection Letter received. To qualify for the maximum award amount, you must provide specific information and dates about three Collection Letters you received.

You are an **Eviction Fee Class Member** if you are a natural person who:

- (1) At any point between June 30, 2013 and June 25, 2018, resided in any of the properties in North Carolina owned and/or managed by the Defendants, **and**
- (2) You were charged and actually paid Eviction Fees.

**Eviction Fee Class Members** do **NOT** need to file a Claim Form to obtain Monetary Relief – Cash benefits for Eviction Fee Class. They are automatically eligible to receive up to \$600.00 subject to pro rata increase or reduction if under or over-subscribed.

If you are a member of the **Eviction Fee Class**, you **may** also be a member of the **Collection Letter Class** if you meet the requirements of both Classes and may claim Collection Letter benefits, as explained above. You **must** submit a Claim Form if you want to obtain Monetary Relief – Cash benefits available to Collection Letter Class in addition to Monetary Relief – Cash benefits available to Eviction Fee Class for which you are eligible automatically.

**If you submit a valid and timely Claim Form, the amount you actually receive may be significantly reduced depending on how many valid claims are ultimately submitted by other Class Members.** The available Monetary Relief – Cash will be distributed on a proportional basis once the Settlement becomes final. The exact amount of compensation will be determined after administrative expenses, service award(s), and attorneys' fees and costs are deducted.

Please note that none of these benefits will be distributed or available until the Settlement is finally approved by the Court.

**Please submit only one (1) Claim Form per person.**

Your completed Claim Form must be submitted online at [www.NCHargroveEvictionFeeSettlement.com](http://www.NCHargroveEvictionFeeSettlement.com) on or before **April 23, 2020** or postmarked no later than **April 23, 2020** and mailed to:

*Hargrove v. Grubb Management, Inc.*  
c/o Claims Administrator  
1650 Arch Street, Suite 2210  
Philadelphia, PA 19103

**ALL CLAIMS ARE SUBJECT TO VERIFICATION.**

**PLEASE KEEP A COPY OF YOUR COMPLETED CLAIM FORM FOR YOUR RECORDS.**

**CLAIM FORM**

Your Claim must be submitted  
online or mailed and  
postmarked by:

**April 23, 2020**

*Hargrove v. Grubb Management, Inc.*  
c/o Claims Administrator  
1650 Arch Street, Suite 2210  
Philadelphia, PA 19103

Website: [www.NCHargroveEvictionFeeSettlement.com](http://www.NCHargroveEvictionFeeSettlement.com)

**SECTION A: NAME AND CONTACT INFORMATION**

Provide your name and contact information below. It is your responsibility to notify the Claims Administrator of any changes to your contact information after the submission of your Claim Form.

**First Name**

**Last Name**

**Street Address (Mailing Address)**

**City**

**State**

**Zip Code**

**Email Address**

**Phone Number**

**SECTION B: COLLECTION LETTER INFORMATION (applicable only for Collection Letter Class Members)**

By submitting this Claim Form, I certify under penalty of perjury that I am a member of the Class and received one or more Collection Letters from the Defendant between June 30, 2013 and June 25, 2018.

A. Please list the total number of Collection Letters received from Grubb Management, Inc. between June 30, 2013, and June 25, 2018:

B. Please provide the months and years when you received Collection Letters:

**SECTION C: SETTLEMENT COMPENSATION SELECTION**

If your Claim is deemed eligible for payment, select the method by which you would like to receive your settlement benefit.

**Select only one:**

Check via mail

Direct credit to my PayPal account – *Provide the email address associated with your PayPal account below.*

**Email Address for PayPal option. Please write clearly and legibly.**

**SECTION D: CLASS MEMBER VERIFICATION:** (please check the box below)

I certify under penalty of perjury pursuant to 28 U.S.C. § 1746 that the information provided in this Claim Form is true and correct to the best of my knowledge, information, and belief. I understand the Claims Administrator may contact me to request further verification of the information provided in this Claim Form.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_