

## Reminder: Club Fee Payment Deadline

Dear [Club Member's Name],

This is a friendly reminder that the deadline for the payment of your club membership fees is approaching. Please ensure your payment is submitted by **[Deadline Date]** to maintain your membership in good standing.

Details of the club fees are as follows:

- Membership Fee: \$[Amount]
- Payment Methods: [List Payment Methods]

If you have already made your payment, please disregard this message. If you have any questions or concerns, feel free to reach out.

Thank you for your cooperation!

Sincerely,  
[Your Name]  
[Your Position]  
[Club Name]