Freelance Remuneration Check-in

Date: [Insert Date]

[Client's Name]

[Client's Company]

[Client's Address]

Dear [Client's Name],

I hope this message finds you well. I wanted to take a moment to check in regarding the remuneration for my freelance services over the past [insert duration, e.g., month, project, etc.].

As per our agreement, I would like to confirm the following details:

- Invoice Number: [Insert Invoice Number]
- Amount Due: [Insert Amount]
- Due Date: [Insert Due Date]

If the payment has already been processed, please disregard this message. However, if there are any issues or if you require additional documentation, please let me know at your earliest convenience.

Thank you for your attention to this matter. I look forward to continuing our work together.

Best regards,

[Your Name]

[Your Freelance Title]

[Your Contact Information]