

# Overdue Book Follow-Up

Dear [Borrower's Name],

We hope this message finds you well. We are writing to remind you that the following book(s) checked out under your account are currently overdue:

- Title: [Book Title 1] - Due Date: [Due Date 1]
- Title: [Book Title 2] - Due Date: [Due Date 2]
- Title: [Book Title 3] - Due Date: [Due Date 3]

We kindly ask that you return the overdue book(s) at your earliest convenience to avoid any late fees. If you wish to renew any of the items, please let us know.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Library Name]

[Contact Information]