

# Overdue Book Return Fee Notification

Dear [Borrower's Name],

We hope this message finds you well. This is a reminder that the book titled "[**Book Title**]" you borrowed from [Library Name] is currently overdue. The due date was [Due Date].

As per our library policy, a late fee of [Amount] per day will be charged for each day the book remains unreturned.

We kindly ask you to return the book at your earliest convenience to avoid any additional fees. You can return it in person at our library or use our book drop-off service.

If you have already returned the book, please disregard this notice.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Library Name]

[Contact Information]