

Late Rent Reminder

Dear [Tenant's Name],

We hope this message finds you well. This is a friendly reminder that your rent payment for the month of [Month] is currently overdue. As of today, we have not received your payment, which was due on [Due Date].

Please ensure your payment of [Amount] is made at your earliest convenience to avoid any late fees.

If you have already sent your payment, please disregard this notice. If you have any questions or concerns regarding your rent, feel free to reach out to us.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position]
[Your Contact Information]
[Property Management/Company Name]