

# Internet Account Due Notice

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you that your internet account with us is currently past due. As of today's date, the outstanding balance on your account is [Insert Amount].

Please take a moment to review your account details and ensure that payment is made by [Insert Due Date] to avoid any service interruptions. You can make a payment through our online portal or by contacting our customer service.

If you have already made a payment, please disregard this notice. If you have any questions regarding your account, feel free to reach out to us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]