

# Overdue Book Notification

Dear [Borrower's Name],

This is a notification that the following book(s) you borrowed from [Library Name] are overdue:

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

Please return the book(s) at your earliest convenience to avoid any late fees.

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Library Name]  
[Contact Information]