

Overdue Library Book Notification

Date: [Insert Date]

Dear [Library Member's Name],

We hope this message finds you well. This is a friendly reminder regarding the overdue library book(s) currently checked out under your account.

Title(s):

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

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

If you require any further assistance or wish to renew your book(s), please do not hesitate to contact us.

Thank you for being a valued member of our library community.

Sincerely,

[Your Library's Name]
[Contact Information]