

Dear [Reseller's Name],

We hope this message finds you well. This is a friendly reminder that your invoice #[Invoice Number], dated [Invoice Date], in the amount of [Invoice Amount], is now overdue.

Please arrange for payment at your earliest convenience to avoid any disruptions in your account. If you have already sent the payment, please disregard this notice.

If you have any questions or concerns regarding this invoice, feel free to contact us at [Your Contact Information].

Thank you for your prompt attention to this matter.

Best regards,
[Your Name]
[Your Title]
[Your Company Name]
[Your Phone Number]
[Your Email Address]