

Dear [Reseller's Name],

I hope this message finds you well. We would like to take a moment to follow up regarding the overdue payment associated with your account.

As of [Date], we noticed that the payment of [Amount] for invoice number [Invoice Number] remains outstanding. We understand that oversights happen, and we want to ensure that everything is in order on your end.

Please let us know if you have already processed this payment or if there are any issues we can assist you with. We would appreciate your prompt attention to this matter.

Thank you for your cooperation. We look forward to continuing our successful partnership.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company]  
[Contact Information]