

Account Statement

Date: [Insert Date]

Borrower Name: [Insert Borrower Name]

Account Number: [Insert Account Number]

Past Due Loan Statement

Dear [Borrower Name],

This letter is to inform you that your loan payment is past due. Below are the details of your account:

Loan Type	Original Amount	Due Amount	Date Due	Status
[Insert Loan Type]	[Insert Original Amount]	[Insert Due Amount]	[Insert Date Due]	Past Due

Total Amount Due: [Insert Total Amount Due]

Please make the payment by [Insert Deadline] to avoid any additional fees or penalties. If you have already made the payment, please disregard this notice.

If you have any questions, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]