

## **Rent Collection Reminder**

Dear [Tenant's Name],

This is a friendly reminder that your rent payment for the property located at [Property Address] is due on [Due Date].

Please ensure that the total amount of [Rent Amount] is paid by the due date to avoid any late fees.

If you have already sent your payment, please disregard this notice. If you have any questions or concerns, feel free to contact me.

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Contact Information]