

Rent Payment Follow-Up Notice

Date: [Insert Date]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to remind you that your rent payment for the month of [Insert Month] is past due. As of today, the amount of [Insert Amount] remains outstanding.

Please arrange to make this payment at your earliest convenience to avoid any late fees or additional penalties. If you have already sent the payment, please disregard this notice.

If you are experiencing any difficulties regarding the payment, feel free to contact us so we can discuss possible arrangements.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title or Position]

[Your Contact Information]

[Property Management Company Name]