

# Rent Payment 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 payment of [Amount Due] is made by the due date to avoid any late fees.

If you have already made the payment, please disregard this reminder. If you have any questions or concerns, feel free to reach out.

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Title/Position]

[Your Contact Information]