

Missed Rent Payment Advisory

Date: [Insert Date]

Dear [Tenant's Name],

We hope this message finds you well. We are writing to notify you that we have not yet received your rent payment for the month of [Insert Month]. As per our records, the payment was due on [Insert Due Date].

If you have already made the payment, please disregard this notice. Otherwise, we kindly ask you to arrange for the payment at your earliest convenience to avoid any late fees or further actions.

If you are experiencing financial difficulties or have any questions, please do not hesitate to reach out to us. We are here to help.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Property Management Company Name]