

# Overdue Library Book Alert

Dear [Student's Name],

This is a reminder that you have an overdue library book titled **[Book Title]** that was due on **[Due Date]**.

Please return the book or renew it by visiting the library. Failure to return the book may result in fines or restrictions on borrowing additional materials.

If you have any questions, feel free to contact the library at [Library Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Library Name]