

Important: Overdue Payment Notice

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you that your credit card payment due on [Due Date] has not yet been received. Your current balance is [Amount Due].

Please take a moment to make your payment to avoid any late fees or negative impacts on your credit score.

If you have already made your payment, please disregard this notice. Otherwise, we kindly ask you to settle this amount by [New Deadline].

If you have any questions regarding this matter, feel free to contact our customer service at [Customer Service Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Company's Name]

[Your Company's Contact Information]