

Rent Payment Notification

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

This letter serves as a formal notification regarding your rent payment for the property located at [Property Address]. As per our rental agreement, the rent for the month of [Insert Month] is due on [Insert Due Date].

Amount Due: \$[Insert Amount]

Please ensure that the payment is made by the due date to avoid any late fees. Payment can be made via [insert payment methods]. If you have already sent your payment, please disregard this notice.

If you have any questions, feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Contact Information]