

Late Rent Payment Confirmation

Date: [Insert Date]

Dear [Tenant's Name],

This letter is to confirm that we have received your late rent payment for the month of [Insert Month]. The payment of [Insert Amount] was received on [Insert Date of Payment].

As a reminder, the due date for rent is the [Insert Due Date]. Please ensure that future payments are made on time to avoid any late fees or further actions.

If you have any questions or concerns, please feel free to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization Name]

[Contact Information]