

Loan Non-Payment Reminder

Dear [Borrower's Name],

We hope this message finds you well. We are writing to remind you that your loan payment, originally due on [Due Date], has not been received.

As of today, the total amount outstanding is [Outstanding Amount]. Please note that timely payments are crucial to maintain your good standing with us.

If you have already made this payment, please disregard this notice. If you are experiencing difficulties, we encourage you to contact us as soon as possible to discuss your options.

Thank you for your attention to this important matter.

Sincerely,
[Your Name]
[Your Title]
[Your Company]
[Contact Information]