

Rent Due Reminder

Dear [Tenant's Name],

This is a friendly reminder that your rent payment for the property located at [Property Address] is due on [Due Date]. As per the lease agreement, the monthly rent amount is [Rent Amount].

Please ensure that the payment is made on or before the due date to avoid any late fees. If you have already sent your payment, please disregard this notice.

If you have any questions or concerns, feel free to contact me at [Your Contact Information]. Thank you for your attention to this matter!

Best regards,
[Your Name]
[Your Title/Position]
[Your Company Name, if applicable]
[Your Contact Information]