

Rent Payment Terms Reminder

Dear [Tenant's Name],

This is a friendly reminder regarding the upcoming rent payment for your residence at [Property Address]. As per the rental agreement, the rent of [Amount] is due on [Due Date].

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

If you have any questions or need assistance, feel free to contact me at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position/Title]
[Your Company Name]