

**Subject:** Payment Reminder: Invoice 0012009 Due Soon.

Dear Yash Sharma,

I hope you are doing well.

This is a friendly reminder that payment for **Invoice 0012009**, in the amount of **12000/-**, is due on **15-11-2024**. As of today, we have not yet received payment, and we kindly request that you process the outstanding balance at your earliest convenience.

For your reference, a copy of the invoice is attached to this email. If the payment has already been made, please let us know, and we will update our records accordingly.

If you need any assistance or have questions regarding the invoice or payment process, please feel free to reach out. We truly value your business and look forward to resolving this promptly.

Thank you for attention to this matter.

Best regards,

Anil Shrimali