Dear Sir / Madam dn sdd

as the owner of the property located in sd, which you rented under the contract signed in 01/01/2019 data, I note that today it is not yet available to pay the amount of $\in 23$ you paid title of rent and expenses with reference to the months of December.

The invitation, therefore, to pay the amount of $\in 23$, no later than 10 days from the receipt of this letter, informing you that, in the absence of payment within the aforementioned term, you will be forced to take legal action in your comparisons, without notice, also by means of an eviction procedure for arrears, with the charge of expenses and any further charges borne exclusively by him.

This is valid for all legal purposes, including as formal formal notice.