**Overdue Payment Reminder – *TREAT AS URGENT***

Dear «F\_Name» «L\_Name»,

This is a request letter that the invoice mentioned below is now ten days due. Kindly make the payment at the earliest. For questions about your invoice balance, please contact Customer Service at 543-342-8019.

Invoice Date: Wednesday, April 17, 2019

Invoice No: 6580«Merge Record #»

Invoice Amount: «Amount»

Best Regards,

David Bruno

1000 S. Random Street

Somewhere, NA 11111