

OVERDUE INVOICE

Invoice #: [0000]

Date Issued: [Date]

[Freelancer Name/Business]
[Address Line 1]
[Email Address]

Bill To:
[Client Name]
[Client Business]
[Client Email]

Original Due Date: [Date]
Days Overdue: [Number]

Description	Original Amount
[Service Name/Project Title] - Original Balance	\$0.00
Late Payment Fee ([Percentage]% or Fixed Rate)	\$0.00
Accrued Interest (if applicable)	\$0.00
Subtotal: \$0.00	
Total Amount Due: \$0.00	

Payment Instructions:

[Bank Name / Account Number / PayPal Email / Payment Link]

Please note: Continued non-payment may result in a suspension of ongoing services.