

[Contractor Name]
[Address Line 1]
[City, State, Zip]
[Email / Phone]

LATE PAYMENT INVOICE

Invoice #: [000]
Date: [Current Date]
Original Invoice #: [000]

Bill To:
[Client Name / Company]
[Address Line 1]
[City, State, Zip]

Payment Due:
[Upon Receipt]

Description	Original Due Date	Days Overdue	Amount
Balance from Original Invoice	[Date]	[#]	[\$[0.00]]
Late Payment Interest/Fee ([0]%)	-	-	[\$[0.00]]

Subtotal: \$[0.00]

Total Amount Due: \$[0.00]

Payment Instructions:
[Bank Name / PayPal / Wire Details]
Account Name: [Name]
Account Number: [Number]

Note: This invoice reflects late fees as per the terms of our original agreement. Please settle the balance immediately to avoid further accruals.