FROM
[Wholesale Company Name]
[Address Line 1]
[City, State, Zip]
[Phone/Email]

OVERDUE NOTICE

INVOICE #
[000000]
ORIGINAL DATE:
[MM/DD/YYYY]
DUE DATE:
[MM/DD/YYYY]

BILL TO
[Customer/Retailer Name]
[Contact Person]
[Address Line 1]
[City, State, Zip]
ACCOUNT STATUS
Days Past Due: [Number]
Account Representative: [Name]
Purchase Order: [PO #]

SKU/Item #	Description	Quantity	Unit Price	Total
[Item Code]	[Product Name/Description]	[0]	$[0.00]	$[0.00]

Subtotal: $[0.00]
Late Fees/Interest: $[0.00]
Total Outstanding: $[0.00]

REMINDER: Our records indicate that payment for this invoice is now significantly past due. Please remit the total outstanding balance immediately to avoid disruption of future wholesale orders or credit terms.

Payment Instructions: [Bank Name] | Wire/ACH: [Routing/Account] | Check Payable To: [Name]

Thank you for your business.