

[Company Name]

[Street Address]
[City, State, Zip]
[Phone Number]

OVERDUE

Invoice #: [0000]
Date: [Date]

Bill To:

[Client Name]
[Client Address]
[Client Email]

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

Service Description	Date	Rate	Amount
[Service Name: e.g. Mowing/Trimming]	[Date]	[\$[0.00]]	[\$[0.00]]
[Service Name: e.g. Mulching]	[Date]	[\$[0.00]]	[\$[0.00]]
Late Fee / Interest	-	-	[\$[0.00]]
Subtotal: \$[0.00]			
Tax: \$[0.00]			
Total Due: \$[0.00]			

NOTICE: This invoice is now past due. Please submit payment immediately to avoid further late penalties or suspension of scheduled landscaping services.

Checks payable to: [Company Name]

Thank you for your business!