

[COMPANY NAME]

Hello [Client Name],

This is a friendly reminder that your payment for invoice **[Invoice Number]** is now overdue.

Invoice: #[0000]
Due Date: [Date]
Days Overdue: [Number]
Total Amount: **\$0.00**

If you have already sent your payment, please disregard this message. Otherwise, you can settle the balance using the link below:

Pay Invoice Online

If you have any questions or are experiencing issues with the payment portal, please reply to this email.

Best regards,
[Your Name]
[Your Department]

[Company Address] & [Website URL]

You are receiving this automated billing notification regarding your active account.