## Demand For Payment Email #1

Subject: Past Due Balance - $(AMOUNT)

Dear (CUSTOMER CONTACT),

We have not yet received your payment of $(AMOUNT) for invoice (s) number (LIST INVOICES) which was due (DUE DATE) and is now considered past due. To pay your past due balance online Click Here, or you can mail your payment to the following address:

Company Name

Street Address

City, State, Zip

If you have any questions related to these invoices or need to speak to a credit representative, please contact NAME OF PERSON at EMAIL ADDRESS and PHONE NUMBER. We appreciate you looking in to this matter.

Yours,