

****Subject: Late Rent Payment Notification****

Dear [Tenant's Name],

I hope this message finds you well. I am writing to inform you that we have not yet received your rent payment for the month of [Month]. As per your lease agreement, the payment was due on [Due Date], and it is currently [Number of Days Late] days late.

Please let us know if there are any issues or reasons for the delay, as we are here to assist you. We kindly ask that you remit the payment by [New Due Date] to avoid any late fees.

Thank you for your attention to this matter. We appreciate your cooperation.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]

[Property Management Company Name]

[Property Address]