```vba
Sub CreateInvoiceLetter()
 Dim ws As Worksheet
 Set ws = ThisWorkbook.Sheets("Invoice")
 Dim recipientName As String
 Dim recipientAddress As String
 Dim invoiceNumber As String
 Dim invoiceDate As String
 Dim dueDate As String
 Dim totalAmount As Currency
 ' Sample data, you can replace it with actual cell references
 recipientName = ws.Range("B2").Value
 recipientAddress = ws.Range("B3").Value
 invoiceNumber = ws.Range("B4").Value
 invoiceDate = ws.Range("B5").Value
 dueDate = ws.Range("B6").Value
 totalAmount = ws.Range("B7").Value
 ' Create the letter
 Dim letter As String
 letter = "Date: " & Format(Date, "MMMM DD, YYYY") & vbCrLf & vbCrLf
 letter = letter & "To: " & recipientName & vbCrLf
 letter = letter & recipientAddress & vbCrLf & vbCrLf
 letter = letter & "Dear " & recipientName & "," & vbCrLf & vbCrLf
 letter = letter & "I hope this message finds you well. " & vbCrLf
 letter = letter & "Please find attached invoice #" & invoiceNumber & "
dated " & invoiceDate & "." & vbCrLf
 letter = letter & "The due date for payment is " & dueDate & "." &
vbCrLf
 letter = letter & "Total amount due: $" & Format(totalAmount, "0.00") &
"." & vbCrLf & vbCrLf
 letter = letter & "Thank you for your prompt attention to this matter."
& vbCrLf & vbCrLf
 letter = letter & "Sincerely," & vbCrLf
 letter = letter & "Your Name" & vbCrLf
 letter = letter & "Your Position" & vbCrLf
 letter = letter & "Your Company" & vbCrLf
 ' Output the letter to a message box or a text file
 MsgBox letter, vbInformation, "Invoice Letter"
End Sub
```