

Serious bill collection letter for non-payment

Dear [Recipient],

Our records show that your account with invoice [Invoice Number] remains unpaid for [Number of Days] days.

Immediate payment of [Amount] is required to prevent further action, which may include service suspension or legal proceedings.

Please contact our billing department immediately to arrange payment or discuss a possible resolution.

Your prompt attention is necessary to avoid additional charges.

Get more templates here: <https://www.lettersandtemplates.com/letters/bill-collection-letter>