

Creative Outstanding Payment Request Email

Subject: Your Invoice is Awaiting Your Attention

Hi [Recipient Name],

We wanted to give a quick nudge regarding invoice [Invoice Number] for [Amount], due on [Due Date]. It seems to be enjoying an extended vacation in your accounts department!

Weâ€™d greatly appreciate your help in bringing it back to us by making the payment. Thanks a lot for your cooperation.

Cheers,

[Your Name]

[Company Name]

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