|  |  |
| --- | --- |
| Yellow text on a black background  Description automatically generated with medium confidence |  |

Rikki Mello

1234 Nashville Suburb

Nashville, 564839

7 February 2019

Mike Schumer

12/78 Arolia House Society

Nashville, 549053

Subject: Demand for payment letter

Dear Mike,

You still owe me $1000 in rent as of the date mentioned above. It's been four days since you've made a deposit. The 1st of February was your initial due date. You owe me an additional $50 as a result of the wait.

Please contact me by email at the address mentioned below if you have any questions. We can also take civil action against you if you do not pay within seven days of receiving this message.

Contact Information:

1234 Nashville Suburb

Nashville, 564839

Best regards

Rikki Mello