

Commercial Rent Payment Demand Letter

Date:

To (Tenant Name & Address):

From (Landlord Name & Address):

RE: Demand for Payment of Overdue Rent

Dear

,

This letter serves as a formal demand for payment regarding your commercial lease for the premises located at

Pursuant to the terms of your lease agreement, your rent payment for the following period(s) is currently overdue:

Amount Due:

Rental Period(s):

Please remit payment in full within

days from the date of this letter to avoid further action.

If payment is not received within the time specified, the landlord may take further action as permitted under the lease agreement and applicable law, including but not limited to termination of tenancy or commencement of legal proceedings.

If you have any questions or believe this demand is in error, please contact us immediately.

Sincerely,
