**Email subject:** Invoice #10237 is due today

**Message:**

Hi John Doe,

This is just a reminder that payment on invoice #10237 (total $5,400), which we sent on March 25th, is due today. You can make payment to the bank account specified on the invoice.

If you have any questions whatsoever, please reply and I’d be happy to clarify them.

Thanks,  
Jane Doe