**Invoice Email Template**

**Subject: Invoice No. [Invoice Number] for [Product/Service] Due on [Date]**

Dear Mr. / Mrs. [Last Name of the Recipient],

I hope you are fine and fit. This is to inform you that I have attached with this email the invoice for [mention brief details of the Product/Service]. The invoice number is [mention Invoice Number] and the due amount is [mention Amount]. The said invoice is due on [mention Due Date].

You can make the payment via check or online transfer. Feel free to reach out to me if you have any relevant queries.

Sincerely,

[Sender’s Name]

[Sender’s Designation]

[Contact Details]