

Subject: Follow-up on your order #[Order Number]

Dear [Customer Name],

Thank you for your recent order with [Store Name]. We are excited to get your items to you!

This is a gentle reminder that we have not yet received payment for your order. We currently have the following items reserved for you:

- [Item 1]
- [Item 2]

**Total Amount Due: [Amount]**

You can complete your purchase by clicking the link below or logging into your account:

[Click here to complete your payment](#)

If you have already sent the payment, please disregard this message. If you are experiencing any issues with the checkout process, please reply to this email, and we will be happy to assist you.

Thank you for shopping with us!

Best regards,

[Your Name/Company Name]

[Website URL]

[Contact Information]