

DATE: [Insert Date]

FROM:

[Lender Name]
[Lender Address]
[City, State, Zip Code]
[Phone Number]

TO:

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

RE: NOTICE OF ACCELERATION AND DEMAND FOR FULL PAYMENT

Account Number: [Insert Account Number]
Vehicle Information: [Year, Make, Model]
Vehicle Identification Number (VIN): [Insert VIN]

Dear [Borrower Name],

This letter serves as formal notice that you are in default of your retail installment contract and security agreement dated [Date of Loan Agreement] for the vehicle described above.

As of [Date], you have failed to cure the default previously notified to you on [Date of Original Default Notice]. Consequently, [Lender Name] hereby exercises its right to **accelerate** the entire unpaid balance of your loan. The full amount is now due and payable immediately.

The total payoff amount required to satisfy this debt is: \$[Total Balance Owed]

This amount includes the principal balance, accrued interest, and applicable late fees. This figure is valid through [Expiry Date].

Please remit the full payment to the address listed above no later than [Deadline Date]. Failure to pay the full accelerated balance by this date may result in the following actions:

- Repossession of the vehicle without further notice.
- Legal action to recover the remaining balance (deficiency balance) and legal costs.
- Reporting of this default to national credit bureaus.

If you wish to discuss payment options or have already sent payment, please contact our collections department immediately at [Phone Number].

Sincerely,

[Name of Representative]
[Title]
[Lender Name]