

Date: [Insert Date]

To:

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

From:

[Lender Name/Organization]
[Lender Address]
[City, State, Zip Code]

RE: NOTICE OF DEFAULT AND INTENT TO ACCELERATE

Loan Account Number: [Insert Account Number]

Dear [Borrower Name],

This letter serves as formal notice that you are in default of your unsecured personal loan agreement dated [Original Loan Date] for failing to make the required payment(s) due on [Date of First Missed Payment].

As of the date of this letter, your account is past due in the amount of **#[Insert Total Past Due Amount]**. This total includes:

- Unpaid Principal/Interest: **#[Amount]**
- Late Fees: **#[Amount]**
- Other Charges: **#[Amount]**

To cure this default and bring your account into good standing, you must pay the total past due amount of **#[Insert Total Past Due Amount]** on or before **#[Insert Deadline Date - e.g., 30 days from date of letter]**.

Failure to cure this default by the date specified above may result in the following actions:

- Acceleration of the loan, making the entire remaining balance immediately due and payable.
- Reporting of the delinquency to national credit reporting agencies.
- Legal action to recover the full debt.

Please remit payment immediately via [Insert Payment Method - e.g., online portal, check, or phone]. If you have already sent your payment, please disregard this notice.

If you are experiencing financial hardship, please contact our collections department at [Insert Phone Number] to discuss potential repayment options.

Sincerely,

[Authorized Signature]

[Printed Name]

[Title/Department]