

**SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED**

Date: [Insert Date]

[Lender Name]  
[Lender Department/Contact Person]  
[Street Address]  
[City, State, Zip Code]

**RE: NOTICE OF DEFAULT AND DEMAND FOR CURE**

Loan Number: [Insert Loan Number]  
Project Name: [Insert Project Name]  
Property Address: [Insert Property Address]

To [Name of Contact Person or Loan Officer],

This letter serves as formal notice that [Borrower Name] ("Borrower") is in breach of the Commercial Construction Loan Agreement dated [Date of Agreement] (the "Agreement").

Specifically, [Lender Name] has failed to perform its obligations under the following sections of the Agreement:

- **Provision:** [Reference Section Number, e.g., Section 4.2 - Disbursement of Funds]
- **Nature of Breach:** [Describe breach, e.g., Failure to fund Draw Request #5 submitted on Date]
- **Impact:** [Describe impact, e.g., Work stoppage, contractor liens, or project delays]

As of the date of this letter, the total amount past due and outstanding for disbursement is \$[Insert Amount]. Despite meeting all conditions precedent for funding, including [mention inspections/lien waivers], the funds have not been released.

**DEMAND IS HEREBY MADE** that you cure this breach within [Number, e.g., 5 or 10] business days from the receipt of this letter by [Specific Action Required, e.g., wiring the full draw amount to the designated project account].

If the breach is not cured within the aforementioned timeframe, Borrower reserves all rights and remedies available under the Agreement and applicable law, including but not limited to, claims for consequential damages, interest, and legal fees incurred due to this default.

Please contact [Name] at [Phone Number] or [Email] to confirm that the cure is being processed.

Sincerely,

[Signature]  
[Printed Name]

[Title]

[Borrower Company Name]

CC: [Name of Legal Counsel]