

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

Date: [Insert Date]

To: [Debtor Name]  
[Debtor Address]  
[City, State, Zip Code]

**RE: NOTICE OF DEFAULT AND DEMAND FOR POSSESSION OF COLLATERAL**

Dear [Debtor Name],

Please be advised that [Creditor Name] ("Creditor") is the holder of a security interest in certain equipment currently in your possession, pursuant to the [Name of Agreement, e.g., Security Agreement/Lease Agreement] dated [Date of Agreement].

The equipment subject to this demand (the "Collateral") is described as follows:

- [Description of Equipment 1, Serial Number, Make/Model]
- [Description of Equipment 2, Serial Number, Make/Model]

As of [Date of Default], you are in default of your obligations under the Agreement due to [Reason for Default, e.g., failure to make timely payments / failure to maintain insurance]. As a result of this default, Creditor has exercised its right to accelerate the entire unpaid balance and hereby demands immediate possession of the Collateral.

**DEMAND IS HEREBY MADE** that you immediately make the Collateral available for repossession. You are required to assemble the Collateral and make it available for pickup at [Insert Address/Location] on or before [Insert Date/Time].

Failure to voluntarily surrender the Collateral by the aforementioned date will result in Creditor initiating formal legal proceedings for Replevin (Claim and Delivery) to obtain a court order for the seizure of the equipment. Please be aware that if legal action is required, Creditor will seek to recover all costs of collection, including but not limited to, repossession fees, court costs, and reasonable attorney's fees as permitted under the Agreement and applicable law.

To coordinate the peaceful surrender of the Collateral, please contact [Name of Contact Person] at [Phone Number] or [Email Address] immediately.

This letter is formal notice of our intent to protect our secured interests. We govern ourselves accordingly.

Sincerely,

[Signature]  
[Printed Name]

[Title]  
[Creditor Name]