

URGENT: FORMAL NOTICE OF DEFAULT AND RESERVATION OF RIGHTS

Date: [Insert Date]

To: [Borrower Name]
[Borrower Address]
Attn: [Contact Person/Officer]

Cc: [Administrative Agent Name]
[Syndicate Member Names, if applicable]

RE: Notice of Default and Demand for Payment - [Credit Agreement Name/Reference Number] dated [Date]

Dear [Borrower Name],

We refer to the [Title of Credit Agreement] (the "Agreement") dated [Date] by and among [Borrower Name] (the "Borrower"), the financial institutions party thereto as Lenders (the "Lenders"), and [Agent Name], as Administrative Agent.

1. NOTICE OF DEFAULT

The Borrower is hereby notified that an Event of Default has occurred and is continuing under Section [Insert Section Number] of the Agreement. Specifically, the Borrower has failed to make the required [Principal/Interest/Fee] payment due on [Date] in the amount of [Amount].

2. PRO RATA ALLOCATION

Pursuant to Section [Insert Section Number regarding Pro Rata Sharing] of the Agreement, any payments received shall be distributed among the Lenders in accordance with their respective Pro Rata shares. As of the date of this letter, the total outstanding delinquent amount is [Total Amount], plus accrued interest at the Default Rate as specified in the Agreement.

3. DEMAND FOR PAYMENT

Demand is hereby made for the immediate payment of the aforementioned past-due amounts. Please remit the total sum of [Total Amount] to the Administrative Agent's account via wire transfer no later than [Time/Date].

4. RESERVATION OF RIGHTS

Neither this letter, nor any prior or subsequent communication or delay on the part of the Lenders, shall be construed as a waiver of any Event of Default or any rights or remedies available under the Agreement, at law, or in equity. The Lenders expressly reserve all rights, powers, and remedies available to them under the Agreement and applicable law, including, without limitation, the right to accelerate all remaining obligations and to exercise rights against any collateral.

Please contact [Name] at [Phone/Email] should you have any questions regarding this notice.

Sincerely,

[Your Name/Name of Sending Institution]

[Title]

[On behalf of the Required Lenders / As Administrative Agent]