

URGENT NOTICE: FORMAL DEMAND FOR IMMEDIATE PAYMENT

Date: [Insert Date]

To: [Client Name]

Address: [Client Street Address]

City, State, Zip: [City, State, Zip Code]

Account Number: [Insert Account Number]

Dear [Client Name],

This letter serves as a formal demand for payment regarding an unfunded deficit in your account referenced above. As of [Insert Date/Time], your account is currently in a deficit balance of **[Insert Currency and Amount]**.

This deficit has occurred due to [Insert Reason, e.g., market fluctuations, failed settlement, or margin call]. Under the terms of your signed Account Agreement, you are required to maintain sufficient funds to cover all obligations and liabilities.

Required Action:

You are required to remit the full deficit amount of [Insert Amount] no later than [Insert Deadline Time and Time Zone] on [Insert Deadline Date].

Payment Instructions:

- Wire Transfer to: [Insert Bank Name]
- Account Name: [Insert Entity Name]
- ABA/Routing Number: [Insert Number]
- Swift Code: [Insert Code]
- Reference: [Insert Account Number/Ref]

Failure to rectify this deficit within the specified timeframe may result in the following actions without further notice:

- Liquidation of any remaining positions or collateral held in your account.
- Suspension or permanent closure of your trading privileges.
- Referral of this matter to a third-party collection agency or legal counsel.
- Reporting of this default to relevant credit bureaus.

If you have already initiated a transfer, please provide a wire confirmation receipt immediately to [Insert Email Address or Fax Number].

Sincerely,

[Your Name/Department Name]

[Company Name]

[Phone Number]

[Email Address]