

Date: [Insert Date]

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

TO:

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

RE: FINAL NOTICE PRIOR TO LITIGATION / REPOSSESSION

Account Number: [Insert Account Number]

Collateral: [Year, Make, Model]

VIN: [Insert VIN]

Dear [Borrower Name],

This letter serves as formal and final notice regarding your delinquent auto loan account with [Lender Name]. Despite previous attempts to resolve your outstanding balance, your account remains in default.

As of [Date], the total amount required to bring your account current is **[\$Amount]**. This includes past due principal, interest, and late fees.

Failure to remit the full amount mentioned above or to contact our office to surrender the vehicle voluntarily by [Deadline Date] will result in the following actions:

- Commencement of legal proceedings to recover the collateral (Repossession).
- Litigation to obtain a deficiency judgment for any remaining balance after the sale of the vehicle.
- Reporting of the default and repossession to national credit bureaus, which may significantly impact your credit rating.
- Liability for additional costs including legal fees, court costs, and repossession expenses.

Please remit payment immediately via [Accepted Payment Methods] or call our Collections Department at [Phone Number] between the hours of [Hours of Operation] to discuss a final resolution.

Govern yourself accordingly.

Sincerely,

[Sender Name/Representative]

[Title]

[Lender/Company Name]

[Phone Number]