

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Insert Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

RE: FINAL SETTLEMENT OFFER AND DEMAND FOR PAYMENT

Loan Account Number: [Insert Account Number]

Original Loan Date: [Insert Date]

Maturity Date: [Insert Maturity Date]

Property Address (if applicable): [Insert Address]

Dear [Borrower Name],

This letter serves as formal notice that the above-referenced loan reached its maturity date on [Insert Maturity Date]. As of this date, the final balloon payment remains unpaid and is now past due.

As of [Insert Current Date], the total outstanding balance is \$[Insert Total Amount], which includes the principal balance, accrued interest, and applicable late fees.

FINAL SETTLEMENT OFFER

While [Lender Name] is entitled to pursue full legal remedies, including foreclosure or litigation, we are prepared to offer a one-time settlement to resolve this matter. We will accept a reduced lump-sum payment of **\$[Insert Settlement Amount]** as full and final satisfaction of this debt, provided that:

1. The payment is received in certified funds (wire transfer or cashier's check) no later than [Insert Deadline Date].
2. A signed copy of this agreement is returned to our office by [Insert Date].

DEMAND FOR PAYMENT

If this settlement offer is not accepted and payment is not received by the deadline stated above, this offer will be voided. We hereby demand the immediate payment of the full balance of \$[Insert Total Amount]. Failure to comply will result in the immediate transfer of your file to legal counsel to initiate collection proceedings or property recovery without further notice.

Please contact our office at [Insert Phone Number] or [Insert Email Address] to arrange for payment or to discuss this matter further.

Sincerely,

[Signature]

[Printed Name]

[Title]

[Lender/Company Name]