

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Date]

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

From: [Creditor Name]
[Creditor Address]
[City, State, Zip Code]

RE: NOTICE OF INTENT TO PURSUE DEFICIENCY JUDGMENT

Account Number: [Account Number]
Collateral Description: [Description of Asset/Property]

Dear [Debtor Name],

This letter serves as formal notice regarding the remaining balance owed on the above-referenced account following the sale of the collateral securing your loan. As previously disclosed, the collateral was sold on [Date of Sale] for the amount of \$[Sale Price].

After applying the sale proceeds to your outstanding balance, plus applicable interest, late fees, and costs of repossession/sale, a deficiency remains in the amount of:

TOTAL DEFICIENCY BALANCE DUE: \$[Amount]

Please be advised that it is our intent to file a lawsuit against you in a court of competent jurisdiction to obtain a deficiency judgment for this amount, plus any additional court costs and attorney fees incurred during the litigation process.

To avoid the initiation of legal proceedings, you must pay the full deficiency balance or contact our office to establish a formal repayment agreement no later than [Deadline Date, e.g., 14 days from receipt].

Payments should be sent to:

[Payment Office Name]
[Payment Address]
[City, State, Zip Code]

If we do not receive payment or a satisfactory response by the date specified above, we will proceed with litigation without further notice to you.

Sincerely,

[Your Signature]
[Printed Name]
[Title/Department]
[Phone Number]