

**SENT VIA CERTIFIED MAIL / RETURN RECEIPT REQUESTED**

Date: [Insert Date]

To: [Name of Corporate Guarantor]

Address: [Insert Address]

Attention: [Insert Contact Person/Officer Name]

**RE: FORMAL DEMAND FOR INDEMNIFICATION AND PAYMENT**

Equipment Finance Agreement No: [Insert Agreement Number]

Principal Borrower: [Insert Borrower Name]

Guarantor: [Insert Corporate Guarantor Name]

Dear [Insert Name],

This letter serves as a formal demand for payment under the Corporate Continuing Guaranty executed by [Name of Corporate Guarantor] on [Date of Guaranty], in connection with the equipment finance agreement between [Lender/Lessor Name] and [Borrower Name].

The Borrower is currently in default of the aforementioned Agreement due to [Nature of Default, e.g., failure to make scheduled payments]. Despite previous notices, the Borrower has failed to cure the default. As of [Date], the total amount due and owing is \$[Amount].

Pursuant to the terms of the Corporate Guaranty, [Name of Corporate Guarantor] unconditionally guaranteed the full and prompt payment of all obligations of the Borrower, including but not limited to principal, interest, late fees, and legal expenses.

**DEMAND IS HEREBY MADE** upon you to pay the total outstanding balance of \$[Insert Amount] by no later than [Insert Deadline Date].

Please remit payment via the following instructions:

- Bank Name: [Insert Bank Name]
- Account Name: [Insert Account Name]
- Account Number: [Insert Number]
- Routing Number: [Insert Number]

Failure to satisfy this demand within the specified timeframe will result in [Lender Name] pursuing all available legal remedies to enforce the Guaranty, which may include the commencement of litigation. Such action will include a claim for additional interest, court costs, and reasonable attorney's fees as provided in the Agreement.

Govern yourself accordingly.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title]  
[Company Name]