

FINAL DEMAND NOTICE

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

RE: Final Notice of Overdrawn Trust Account - [Account Number]

Dear [Recipient Name],

This letter serves as a formal and final demand for the immediate repayment of the overdraft balance on the above-referenced Trust Account. As of [Date], your account remains overdrawn in the amount of \$[Amount].

Despite previous notifications, the deficit has not been rectified. Please be advised that maintaining a negative balance in a Trust Account is a violation of [State/Jurisdiction] banking regulations and fiduciary standards.

To resolve this matter and avoid further action, you must deposit the total amount of \$[Amount] into the account no later than [Deadline Date]. Payment should be made via [Wire Transfer/Certified Check/Direct Deposit].

Failure to settle this balance by the specified deadline will result in the following actions:

- Reporting of the overdraft to the [Relevant State Bar or Regulatory Authority].
- Closure of the account.
- Referral of this debt to a formal collection agency or legal counsel for recovery.

Please contact our office immediately at [Phone Number] or [Email Address] to confirm that payment has been initiated.

Sincerely,

[Your Name/Representative Name]

[Title]

[Organization Name]