

URGENT: NOTICE OF RIGHT TO CURE OVERDRAFT BALANCE

Date: [Insert Date]

To: [Customer Name]

Address: [Customer Address]

City, State, Zip: [City, State, Zip]

Re: Account Number ending in [Last 4 Digits of Account]

Dear [Customer Name],

This letter serves as formal notice that your account is currently overdrawn. As of [Date], your account balance is **[\$Amount]**.

You have a **Right to Cure** this default. To bring your account into good standing and avoid further action, you must deposit the total overdrawn amount by [Deadline Date].

Action Required:

- Deposit the sum of **[\$Amount]** immediately.
- Ensure all pending transactions are covered to avoid additional overdraft fees.

Failure to cure this balance by the date specified above may result in the following actions:

- Permanent closure of your account.
- Reporting of this delinquency to specialty consumer reporting agencies (such as ChexSystems).
- Referral of the debt to a third-party collection agency.

If you have already made a deposit to cover this balance, please disregard this notice. If you are experiencing financial hardship and need to discuss a payment arrangement, please contact our Collections Department immediately at [Phone Number].

Sincerely,

[Sender Name/Department]

[Bank/Institution Name]

[Contact Phone Number]