

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

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

RE: NOTICE OF ACCELERATION OF DEBT - Promissory Note dated [Date of Note]

Dear [Debtor Name],

You are hereby notified that you are in default under the terms of the Promissory Note dated [Date of Original Note] in the original principal amount of \$[Original Amount].

The nature of your default is as follows: [Describe default, e.g., failure to make payment due on Date].

Pursuant to the terms of the Promissory Note, the undersigned hereby exercises the option to accelerate the entire unpaid balance. Demand is hereby made upon you for the immediate payment of the full amount due, calculated as follows:

- Unpaid Principal Balance: \$[Amount]
- Accrued Interest: \$[Amount]
- Late Fees/Penalties: \$[Amount]
- **TOTAL AMOUNT DUE: \$[Total Amount]**

You must remit the total amount due to the address listed above no later than [Number of Days] days from the date of this letter. Payment must be made by [Method of Payment, e.g., Certified Check or Wire Transfer].

If payment is not received by the aforementioned date, I will take further action to protect my rights, which may include initiating legal proceedings to collect the full debt, interest, and any applicable attorney fees and court costs without further notice to you.

Please govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]