

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Insert Date]

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

Re: NOTICE OF ACCELERATION AND FINAL DEMAND FOR PAYMENT

Loan Account Number: [Insert Account Number]
Original Loan Amount: [Insert Amount]
Date of Default: [Insert Date of Default]

Dear [Borrower Name],

You are hereby notified that you are in default of your obligations under the Promissory Note and Loan Agreement dated [Insert Original Loan Date]. Despite previous notices sent to you on [Insert Date of Past Notices], the default has not been cured.

As a result of your failure to pay the past-due installments, the Lender hereby exercises its right to **ACCELERATE** the balance of the loan. The entire unpaid principal balance, along with accrued interest, late fees, and costs, is now due and payable in full immediately.

As of the date of this letter, the total amount required to satisfy the debt is as follows:

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

Demand is hereby made for the immediate payment of the Total Amount Due. Payment must be received in our office no later than [Insert Deadline Date, e.g., 10 days from date of letter]. Payments must be made via cashier's check, money order, or wire transfer.

Failure to remit the full amount by the specified deadline will result in further legal action to collect the debt, which may include the filing of a lawsuit, repossession of collateral, and/or reporting this delinquency to credit bureaus. You will also be responsible for any additional attorney fees and court costs incurred during the collection process.

Please govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]

[Your Title/Company Name]
[Your Phone Number]
[Your Email Address]