

[Sender's Name/Company Name]  
[Sender's Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

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

**RE: SECOND NOTICE OF ACCELERATION AND DEMAND FOR PAYMENT**

Account Number: [Account Number]  
Original Loan Amount: \$[Amount]  
Property/Collateral: [Description, if applicable]

Dear [Debtor's Name],

This letter serves as a formal Second Notice regarding your default under the terms of the [Promissory Note/Loan Agreement] dated [Original Date of Agreement].

As previously stated in our notice dated [Date of First Notice], you have failed to cure the default within the timeframe provided. Consequently, [Creditor Name] has exercised its right to **ACCELERATE** the maturity of the entire unpaid balance of your loan.

**TOTAL AMOUNT NOW DUE: \$[Total Balance Due]**

This amount includes the principal balance, accrued interest, late fees, and any applicable costs of collection as of the date of this letter. Partial payments will no longer be accepted unless they cover the total amount specified above.

**FINAL DEMAND:**

You are hereby demanded to pay the total amount due in full by [Deadline Date, e.g., 10 days from receipt]. Payment must be made by certified check, wire transfer, or money order to the address listed above.

Failure to remit the full payment by the deadline will result in immediate further action, which may include:

- Commencement of legal proceedings to obtain a judgment.
- Foreclosure or repossession of collateral.
- Reporting the default to national credit bureaus.
- Referral of the account to an outside collection agency or legal counsel.

If you have any questions regarding this matter, please contact [Contact Person] at [Phone Number] immediately.

Sincerely,

[Authorized Signature]  
[Typed Name]  
[Title/Company Name]