

NOTICE OF DEFAULT

Date: [Insert Date]

Property Address: [Insert Full Property Address]

Parcel Number/APN: [Insert Parcel Number]

TO:

[Owner Name]

[Mailing Address]

[City, State, Zip Code]

RE: NOTICE OF UNPAID PROPERTY TAXES AND INTENT TO FORECLOSE

Dear [Owner Name],

This formal notice is to inform you that the property taxes for the above-referenced property are currently delinquent. According to our records, the following amounts are past due as of [Insert Date]:

- Base Tax Amount: \$[Insert Amount]
- Accrued Penalties: \$[Insert Amount]
- Interest Charges: \$[Insert Amount]
- Administrative Fees: \$[Insert Amount]
- **TOTAL AMOUNT DUE: \$[Insert Total Amount]**

Please be advised that this delinquency constitutes a default. Failure to remit the full payment by [Insert Deadline Date] may result in further legal action, which may include, but is not limited to, the placement of a tax lien against the property or the initiation of a tax foreclosure sale.

To avoid further penalties and legal proceedings, please submit your payment immediately. Payments can be made via [Insert Payment Methods, e.g., online portal, certified check, or at the Treasurer's office].

If you believe this notice has been sent in error, or if you have already made this payment, please contact the [Insert Department Name, e.g., Tax Collector's Office] at [Insert Phone Number] immediately to provide proof of payment.

Sincerely,

[Signature]

[Name of Official/Sender]

[Title]

[Agency/Organization Name]