

URGENT NOTICE: DEFAULT AND DEMAND FOR PAYMENT

Date: [Insert Date]

To Borrower(s): [Insert Borrower Name(s)]

To Guarantor(s): [Insert Guarantor Name(s)]

Address: [Insert Property/Mailing Address]

Loan Account Number: [Insert Account Number]

Property Address: [Insert Security Property Address]

1. NOTICE OF DEFAULT (To Borrower)

You are hereby notified that you are in default of your mortgage agreement dated [Insert Date] due to failure to make scheduled payments. As of [Insert Date], your account is in arrears for the following amount:

- Overdue Principal and Interest: \$[Insert Amount]
- Late Fees and Charges: \$[Insert Amount]
- **Total Arrears to Clear Default: \$[Insert Total Amount]**

To remedy this default, you must pay the Total Arrears in full by [Insert Deadline Date]. Failure to do so may result in the acceleration of the entire loan balance and the commencement of legal proceedings to repossess the property.

2. FORMAL DEMAND (To Guarantor)

This section serves as a formal demand to the Guarantor(s). Under the terms of the Guarantee and Indemnity signed on [Insert Date], you have guaranteed the punctual payment of all sums due under this loan.

Because the Borrower has failed to remedy the arrears, we hereby demand that you pay the sum of **\$[Insert Total Amount]** by [Insert Deadline Date].

If this amount is not received, the lender reserves the right to take legal action against both the Borrower and the Guarantor to recover the full outstanding loan balance, which currently stands at **\$[Insert Full Payoff Amount]**.

3. NEXT STEPS

Payment should be made via [Insert Payment Method/Instructions]. If you are experiencing financial hardship, please contact our Hardship Department immediately at [Insert Phone Number].

Sincerely,

[Your Name/Company Name]

[Title]

[Contact Information]