

Date: [Insert Date]

To: [Guarantor Name]

Address: [Guarantor Address]

RE: FINAL DEMAND FOR PAYMENT - NOTICE OF DEFAULT

Dear [Guarantor Name],

This letter serves as a formal final demand for payment regarding the loan agreement dated [Date of Agreement] between [Lender Name] (the "Lender") and [Borrower Name] (the "Borrower").

Pursuant to the Guarantee Agreement signed by you on [Date Guarantee Signed], you unconditionally guaranteed the full repayment of all sums due from the Borrower to the Lender.

The Borrower has defaulted on their obligations. Despite previous notifications, the default has not been remedied. As of [Current Date], the total outstanding balance due is **[Currency and Amount]**, which includes principal, accrued interest, and late fees.

Under the terms of your Guarantee, we hereby demand that you pay the full amount of **[Amount]** within [Number] days of the date of this letter.

Payment should be made via [Payment Method, e.g., Wire Transfer/Bank Draft] to the following account:

- Bank Name: [Bank Name]
- Account Name: [Account Name]
- Account Number: [Number]
- Routing/Swift: [Code]

Failure to settle this debt by [Deadline Date] will result in immediate legal action against you to recover the full amount, plus any additional interest and legal costs incurred. This may also impact your credit rating.

Govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Organization]