

**Date:** [Insert Date]

**To:** [Guarantor Name]

[Guarantor Address]

[City, State, Zip Code]

**RE: FINAL DEMAND FOR PAYMENT - NOTICE OF DEFAULT**

**Borrower Name:** [Insert Borrower Name]

**Loan Account Number:** [Insert Account Number]

**Total Amount Due:** [Insert Total Amount, including interest/fees]

Dear [Guarantor Name],

We are writing to you in your capacity as the Guarantor for the loan agreement entered into by [Borrower Name] on [Date of Loan Agreement].

Despite previous notifications, the Borrower has failed to remedy the default on the aforementioned loan. Under the terms of the Guarantee and Indemnity Agreement signed by you, you are personally liable for the full repayment of the outstanding debt if the Borrower fails to pay.

This letter serves as **Final Demand** for the immediate payment of the total outstanding balance of **[\$Amount]**.

Please remit the full amount to the following account by [Deadline Date, e.g., 7 days from date of letter]:

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

Failure to receive payment by the specified date will result in immediate legal action against you to recover the debt. This may include the filing of a lawsuit, which could result in additional court costs, legal fees, and a negative impact on your credit rating.

We urge you to resolve this matter immediately. If you have already made this payment, please disregard this notice and provide proof of payment.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Phone Number]

[Your Email]