

URGENT: FINAL DEMAND FOR PAYMENT

Date: [Insert Date]

To: [Guarantor Name]
[Guarantor Address]
[City, State, Zip Code]

Re: Guarantee of Debt for [Primary Debtor Name]

Dear [Guarantor Name],

This letter serves as a formal final demand for payment regarding the debt owed by [Primary Debtor Name] under the agreement dated [Date of Original Agreement].

The primary debtor is currently in default. As the personal guarantor of this debt, you are legally responsible for the immediate repayment of the outstanding balance. Despite previous notifications, the default has not been cured.

Total Amount Due: \$[Amount]

This balance includes the principal amount of \$[Amount], accrued interest of \$[Amount], and late fees of \$[Amount].

You are hereby required to pay the full amount of \$[Total Amount] by [Deadline Date]. Payment should be made via [Payment Method, e.g., Wire Transfer/Certified Check] to the following account:

[Bank Name]
[Account Number]
[Routing Number]

Failure to remit payment by the aforementioned deadline will result in immediate legal action against you to recover the full debt, plus interest, court costs, and legal fees. This is your final opportunity to resolve this matter voluntarily.

Govern yourself accordingly.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Company Name]
[Your Phone Number]