

Date: [Insert Date]

Sent Via: [Insert Delivery Method, e.g., Certified Mail]

TO:

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

FROM:

[Sender Name/Company]

[Sender Address]

[City, State, Zip Code]

RE: FINAL NOTICE AND OPPORTUNITY TO CURE DEFAULT

Dear [Recipient Name],

This letter serves as formal notice regarding your continued default under the terms of the agreement dated [Original Agreement Date] (the "Agreement").

As of the date of this letter, you remain in default for the following reason(s):

[Describe default, e.g., failure to pay outstanding balance of \$0.00 / failure to perform specific services].

To date, you have failed to remedy this situation despite previous notifications sent on [Dates of previous notices].

PLEASE TAKE NOTICE that this is your **FINAL OPPORTUNITY** to cure the aforementioned default. You are hereby granted until [Deadline Date, e.g., 5:00 PM on October 30, 2023] to take the following corrective action:

[Detailed instruction on how to cure, e.g., remit full payment to the address above].

Failure to cure this default by the deadline stated above will result in [Sender Name/Company] pursuing all available legal remedies. These may include, but are not limited to, immediate termination of the Agreement, acceleration of any outstanding debt, and the commencement of legal proceedings to recover damages, costs, and attorney's fees.

Please govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]