

[Attorney Law Firm Name]  
[Address Line 1]  
[Address Line 2]  
[Phone Number]  
[Email Address]

[Date]

**SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED**

[Debtor Business Name]  
[Attn: Name of Principal/Guarantor]  
[Address Line 1]  
[Address Line 2]

**RE: FINAL DEMAND FOR PAYMENT - DEFAULTED EQUIPMENT LEASE**

Account Number: [Account Number]  
Lease Agreement Date: [Date of Original Lease]  
Equipment Description: [Brief Description of Equipment]

Dear [Name of Debtor/Principal],

This law firm represents [Lessor/Client Name] regarding the above-referenced equipment lease. As of the date of this letter, your account is in material default for failure to make required monthly payments.

Despite previous notices from our client, you have failed to cure this default. Our records indicate that the total outstanding balance currently due and owing is **\$(Total Amount Due)**, which includes past-due lease payments, late fees, and [Interest/Other Charges].

**FINAL DEMAND IS HEREBY MADE** for the immediate payment of the full balance of **\$(Total Amount Due)** to be received by this office no later than [Number of Days, e.g., 10] business days from the date of this letter.

Failure to remit payment or contact this office to arrange for the immediate voluntary return of the equipment will result in our client authorizing further legal action. Such actions may include, but are not limited to:

- Filing a lawsuit for breach of contract;
- Seeking a court order for the immediate repossession of the equipment (Replevin);
- Pursuing a judgment for the full accelerated balance of the lease;
- Seeking recovery of attorney's fees, court costs, and post-judgment interest.

Remit payment in the form of a certified check or wire transfer made payable to "[Law Firm Name] Trust Account." Contact our office at [Phone Number] immediately to confirm payment or to coordinate the pickup of the equipment.

Govern yourself accordingly.

Sincerely,

[Attorney Name]

[Law Firm Name]

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This is a communication from a debt collector. This is an attempt to collect a debt and any information obtained will be used for that purpose.