

## URGENT FINAL DEMAND FOR PAYMENT

Date: [Insert Date]

[Recipient Name / Company Name]

[Recipient Address]

[City, State, Zip Code]

Re: Final Demand for Equipment Lease Arrears - Account Number: [Insert Account Number]

Dear [Recipient Name],

This is a formal and final demand for the immediate payment of overdue lease rentals regarding the following equipment: [Insert Description of Equipment/Serial Numbers].

As of [Insert Date], your account is in arrears in the amount of **\$\$[Insert Total Amount]**. Despite previous notifications, this balance remains unpaid.

Please be advised that unless full payment is received by [Insert Deadline Date, e.g., 48 hours from receipt], we will take the following actions:

- Immediate termination of the Lease Agreement.
- Physical repossession of the equipment without further notice.
- Commencement of legal proceedings to recover the debt, including interest and legal costs.
- Reporting the default to relevant credit bureaus.

Payment should be made immediately via [Insert Payment Method, e.g., Wire Transfer/Online Portal].

If you have already made this payment, please provide proof of transfer immediately to avoid further escalation.

Yours sincerely,

[Your Name/Signature]

[Your Title]

[Your Company Name]

[Your Phone Number]