

Date: [Insert Date]

To:

[Customer Name/Company Name]

[Customer Address]

[City, State, Zip Code]

RE: FINAL DEMAND FOR PAYMENT AND NOTICE OF SERVICE REVOCATION

Dear [Customer Contact Name],

This letter serves as a formal final demand for the outstanding balance on your software subscription for **[Software Name/Product Name]**. Our records indicate that your account is currently in arrears for the total amount of **[Insert Total Amount Owed]**.

Despite previous payment reminders sent on [Date of First Notice] and [Date of Second Notice], we have not received the required funds to bring your account into good standing.

Notice of Service Revocation:

Please be advised that if payment is not received in full by **[Insert Deadline Date, e.g., 5 business days from today]**, we will take the following actions without further notice:

- Immediate suspension of your access to the software and all associated cloud data.
- Revocation of your software license keys.
- Permanent termination of your subscription agreement.
- Referral of this debt to a third-party collection agency or legal counsel.

Payment Instructions:

To prevent the immediate loss of service, please remit payment via one of the following methods:

- **Online Portal:** [Insert Link to Payment Portal]
- **Bank Transfer:** [Insert Bank Details/IBAN/Swift]
- **Credit Card:** Call [Insert Phone Number]

If you have already sent your payment, please disregard this notice and provide us with a proof of transaction to ensure your service is not interrupted.

Sincerely,

[Your Name/Department Name]

[Your Company Name]

[Your Phone Number]

[Your Email Address]