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URGENT NOTICE: INTENT TO LITIGATE

Date: [Insert Date]

To: [Debtor Name]

Address: [Debtor Address]

City, State, Zip: [Debtor City, State, Zip]

Re: Final Demand for Payment - Account Number: [Insert Account Number]

Dear [Debtor Name],

This letter serves as formal notice that your account with [Telecommunication Company Name] is severely past due. Despite previous attempts to collect the outstanding balance, our records indicate that an amount of \$[Insert Amount] remains unpaid.

Please be advised that this is your **Final Notice**. If the total balance is not paid in full within [Insert Number, e.g., 7 or 14] days from the date of this letter, we will have no choice but to initiate formal legal proceedings against you to recover the debt.

If litigation is commenced, we will seek to recover:

- The full principal balance of \$[Insert Amount];
- Accrued interest and late fees;
- Court costs and filing fees;
- Reasonable attorney fees, where applicable by law.

Legal action may result in a court judgment, which could lead to the garnishment of wages, the seizure of assets, or a negative impact on your credit report.

To prevent this action, please submit your payment immediately via [Insert Payment Method/Link] or contact our collections department at [Insert Phone Number] to discuss a settlement or payment plan.

If you have already sent payment, please disregard this notice.

Sincerely,

[Your Name/Department]

[Telecommunication Company Name]

[Contact Information]