[Sender Name]
[Sender Title]
[Company Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Recipient Name]
[Address]
[City, State, Zip Code]

RE: Confirmation of Secured Asset Balloon Payment Agreement

Dear [Recipient Name],

This letter serves as formal confirmation regarding the balloon payment terms for the loan secured by [Description of Asset, e.g., Property Address or Vehicle VIN], under Account Number [Account Number].

As per the signed security agreement dated [Date of Original Agreement], both parties acknowledge and confirm the following terms regarding the final balloon payment:

- **Maturity Date:** [Date the balloon payment is due]
- **Balloon Payment Amount:** $[Amount]
- **Secured Asset:** [Detailed description of the collateral]

By this agreement, the borrower acknowledges that the regular monthly installments previously paid were not sufficient to amortize the loan in full. Consequently, the remaining principal balance stated above is due in a single lump sum on the specified maturity date.

Failure to remit the full balloon payment by the maturity date may result in a default of the agreement and may authorize the lender to initiate repossession or foreclosure proceedings against the secured asset.

Please sign and return a copy of this letter to acknowledge your understanding of these terms and your intent to fulfill the payment obligation.

Sincerely,

[Signature]
[Printed Name]
[Company Name]

Acknowledgment

I, [Borrower Name], hereby confirm and agree to the balloon payment terms described above.

Signature: ____________________________ Date: _______________