

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

Date: [Date]

To: [Debtor Name]  
[Debtor Address]  
[City, State, Zip Code]

**RE: NOTICE OF DEFAULT AND ACCELERATION OF DEBT**

Dear [Debtor Name],

This letter serves as formal notice that you are in default of the Settlement Agreement dated [Date of Agreement] (the "Agreement") regarding [Account Number/Reference Number].

Pursuant to the terms of the Agreement, you were required to make payments as follows: [Describe missed payment or obligation]. Our records indicate that you have failed to cure this default within the time frame permitted under the Agreement.

**NOTICE OF ACCELERATION:**

As a result of your default, [Creditor Name] hereby exercises its right to accelerate the entire remaining balance due under the Agreement. The total amount now due and payable immediately is: **[\$[Total Amount Due]]**.

This amount includes the unpaid principal balance, plus any applicable interest, late fees, and costs as permitted by the Agreement.

Please remit the full amount of **[\$[Total Amount Due]]** to the following address no later than [Deadline Date]:

[Payee Name/Department]  
[Payment Address]  
[City, State, Zip Code]

Failure to pay the full accelerated balance by the date specified above will result in further legal action to collect the debt, which may include the filing of a lawsuit or the entry of a judgment as provided for in the Agreement. Such actions may result in additional costs, including attorney fees and court costs, for which you will be held responsible.

Sincerely,

[Your Name/Representative Name]  
[Your Title]  
[Company Name]  
[Phone Number]