[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Date]

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

RE: NOTICE OF ACCELERATION OF DEBT / BREACH OF PAYMENT AGREEMENT

Dear [Debtor Name],

This letter serves as formal notice that you are in default of the payment agreement dated [Date of Agreement] regarding Account Number [Account Number].

Per our agreement, you committed to making payments of $[Installment Amount] on a [Weekly/Monthly] basis. As of this date, we have not received the payment due on [Due Date of Missed Payment]. This constitutes a "broken promise" and a breach of the terms we established to settle your debt amicably.

Due to this breach, the entire remaining balance is now **accelerated** and due in full immediately. The total outstanding balance is $[Total Amount Owed].

We will no longer honor the previous installment plan. You are hereby demanded to pay the full amount of $[Total Amount Owed] by [Deadline Date, e.g., 7 days from now].

Failure to receive the full balance by the date specified above will result in this account being transferred to [Legal Counsel/A Collection Agency] for further action, which may include litigation. Any additional costs, interest, or legal fees incurred will be added to your balance where permitted by law.

Please remit payment immediately via [Accepted Payment Methods] to avoid further escalation.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title/Company]