

Date: [Date]

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

Account Number: [Account Number]

Subject: Offer to Reinstate Your Agreement

Dear [Customer Name],

We are writing to you because your previous payment arrangement, dated [Date of Original Agreement], has defaulted due to non-payment. As a result, your account is currently at risk of [Service Disconnection / Legal Action / Account Closure].

We value your relationship and would like to offer you a final opportunity to reinstate your agreement and bring your account back into good standing. To take advantage of this reinstatement offer, please complete the following steps:

- **Immediate Payment:** Pay the catch-up amount of \$[Amount] by [Deadline Date].
- **Future Payments:** Resume your regular monthly installments of \$[Amount] starting on [Date].

By fulfilling these requirements, we will stop any pending collection actions and honor the original terms of your agreement. Please note that failure to meet this specific offer will result in the immediate cancellation of this arrangement and further recovery actions.

You can make your payment via [Payment Method/Website] or by calling us at [Phone Number].

If you have already sent your payment, please disregard this letter.

Sincerely,

[Sender Name]
[Company Name]
[Contact Information]