

## **FINAL WARNING NOTICE**

Date: [Insert Date]

To: [Customer Name]

Address: [Customer Address]

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

Re: Final Notice - Returned Check #[Check Number]

Dear [Customer Name],

This letter serves as a final formal notice regarding your check number [Check Number], dated [Check Date], in the amount of \$[Amount], which was returned by your financial institution marked "Insignificant Funds" (or "Account Closed").

To date, our previous attempts to resolve this matter have gone unanswered. As a result, your account is now seriously past due. In addition to the original check amount, a returned check fee of \$[Fee Amount] has been applied to your balance.

**Total Amount Due: \$[Total Amount]**

Please remit the total amount due immediately. We require payment to be made via cash, money order, or certified check. We will no longer accept personal checks from your account.

Please be advised that if payment is not received by [Deadline Date], we will have no choice but to escalate this matter. This may include transferring your account to a third-party collection agency, reporting the delinquency to credit bureaus, or pursuing legal action to recover the funds.

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

Sincerely,

[Your Name/Company Name]

[Your Phone Number]

[Your Email Address]