

DEMAND FOR PAYMENT

Date: _____

To: _____

Dear _____

We have tried several times to resolve the problems of your past due account, but the problem continues. Your account remains seriously overdue in the amount of \$_____.

This is your final notice. Unless we have your check for _____ dollars \$_____ within ten (10) days, we shall immediately turn your account over for collection.

We believe you'll agree that immediate payment is in your best interest as it will save you added interest and court costs, and help preserve your credit rating.

Very truly,
