

DEMAND LETTER

From: _____

Address:

_____.

To: _____

Address:

_____.

Date: _____.

Dear _____,

Through this letter, I hereby demand you to pay the quantity of _____\$ for the Debts related to:
_____ before the __, _____ of 20__.

If you ignore this notice, I inform you that we will initiate all the legal procedures in accordance with state and Federal Laws so that the payment of the amount owed is carried out.

Please, use this letter as official demand notice that can be used as proof in court in case you fail to pay. If this happens, you will also be responsible for any court costs and fees.

I hope we can solve this problem in the simplest possible way for both of us.

Sincerely,
