

DATE: [Current Date]

TO (Purchaser):

[Purchaser Name]
[Purchaser Address]
[City, State, Zip]

FROM (Seller):

[Seller Name]
[Seller Address]
[City, State, Zip]

RE: NOTICE OF DEFAULT AND INTENT TO FORFEIT

Dear [Purchaser Name],

This letter is to formally notify you that you are in default of the Land Contract dated [Original Contract Date] regarding the property located at:

[Property Address/Legal Description]

Specifically, you have failed to comply with the terms of the agreement due to the following:

- Non-payment of monthly installments for the month(s) of: [List Months]
- Unpaid late fees in the amount of: \$[Amount]
- Failure to provide proof of insurance/property taxes: [Details if applicable]

Total Amount Required to Cure Default: \$[Total Amount Due]

To avoid further legal action, including forfeiture of the contract and eviction, you must choose one of the following options by [Deadline Date]:

Option 1: Cure the Default

Pay the total amount due listed above in full. Payments must be made via [Certified Check/Money Order] and delivered to the Seller's address.

Option 2: Voluntary Surrender

If you are unable to pay, you may agree to voluntarily vacate the premises and sign a "Release of Land Contract." This may prevent a formal judgment against your credit record.

Option 3: Proposed Payment Plan

Contact the Seller immediately to propose a written repayment schedule. The Seller is under no obligation to accept a revised plan.

If you fail to cure this default or contact the undersigned by [Deadline Date], the Seller will exercise all legal rights available under state law, which may include the acceleration of the

entire loan balance or the initiation of forfeiture/foreclosure proceedings to regain possession of the property.

Please govern yourself accordingly.

Sincerely,

[Seller Signature]

[Seller Printed Name]