

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name/Property Owner]
[Recipient Address]
[City, State, Zip Code]

RE: FINAL NOTICE AND DEMAND FOR SETTLEMENT - [Project Name/Address]

To [Recipient Name],

This letter serves as a final formal demand for settlement regarding construction defects and outstanding balances related to the project located at [Project Address].

On [Date of Original Notice], you were notified of the following construction defects and/or failures to perform according to contract specifications:

- [Defect Description 1]
- [Defect Description 2]
- [Defect Description 3]

To date, these issues remain unresolved. Furthermore, a Mechanic's Lien was recorded against the property on [Date Lien was Filed] in the amount of \$[Lien Amount] in the [County Name] County Records (Instrument #[Lien Number]).

SETTLEMENT DEMAND:

To avoid further legal action and the foreclosure of the aforementioned Mechanic's Lien, you are hereby requested to pay the total sum of \$[Total Amount Owed] or provide a written commitment to remedy the defects by [Deadline Date, e.g., 10 days from receipt].

Failure to respond to this demand or settle this matter by the deadline stated above will result in the immediate commencement of legal proceedings to:

1. Foreclose on the Mechanic's Lien against the property.
2. Seek damages for breach of contract.
3. Recover all applicable attorney fees, interest, and court costs.

Please contact the undersigned immediately at [Your Phone Number] to discuss payment or a resolution plan.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

CC: [Name of Attorney/Law Firm, if applicable]