

NOTICE OF DEFAULT

Date: [Insert Date]

To: [Name of Debtor Corporation]
Attn: [Name of Officer/Registered Agent]
[Street Address]
[City, State, Zip Code]

RE: Notice of Default regarding Promissory Note dated [Insert Date of Note]

Dear [Name of Contact Person],

This letter serves as formal notice that [Name of Debtor Corporation] is in default under the terms of the Promissory Note dated [Date], in the original principal amount of \$[Amount].

The nature of the default is as follows: [Describe default, e.g., failure to make the payment due on Date].

As of the date of this letter, the total amount currently due and owing is \$[Total Amount Due], which includes:

- Principal: \$[Amount]
- Accrued Interest: \$[Amount]
- Late Fees/Penalties: \$[Amount]

Pursuant to the terms of the Promissory Note, you are hereby requested to cure this default within [Number] days from the date of this notice. Please remit the total amount due to the following address:

[Payee Name/Company]
[Payment Address]
[City, State, Zip Code]

Failure to cure this default within the specified timeframe may result in the acceleration of the entire remaining balance of the Note and the commencement of legal action to protect our interests, including the recovery of attorney fees and costs as permitted by the agreement.

Please contact [Name] at [Phone Number] or [Email] immediately to confirm receipt of this notice or to discuss payment arrangements.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Company Name]