

DATE: [Date]

TO:

[Debtor Name]

[Debtor Address]

[City, State, Zip Code]

RE: NOTICE OF DEFAULT AND ACCELERATION OF DEBT

Dear [Debtor Name],

This letter serves as formal notification that you are in default of the Settlement Agreement dated [Date of Agreement] regarding Account Number [Account Number].

Pursuant to the terms of the aforementioned agreement, your failure to make the required payment due on [Due Date of Missed Payment] has resulted in a breach of the settlement terms. As a result of this default, the settlement offer is hereby revoked.

NOTICE OF ACCELERATION: In accordance with the default provisions of our agreement, the entire remaining balance of the original debt is now immediately due and payable. The total amount now owed is:

- Original Debt Amount: \$[Amount]
- Less Payments Received: \$[Amount]
- **TOTAL AMOUNT DUE: \$[Total Amount]**

Please remit the full balance of \$[Total Amount] by [Deadline Date] to avoid further legal action or the referral of this account to a third-party collection agency. Payments should be made via [Accepted Payment Methods].

If you have already sent this payment, please contact our office immediately at [Phone Number] to provide verification.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Phone Number]