

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date: [Insert Date]

To: [Executor Name]
Executor of the Estate of [Deceased Name]
[Executor Address]
[City, State, Zip Code]

RE: FORMAL DEMAND FOR PAYMENT - BREACH OF CONTRACT

Dear [Executor Name],

This letter serves as a formal demand for payment regarding a debt owed to the undersigned by the Estate of [Deceased Name]. This claim arises from a breach of the contract dated [Date of Contract] between [Your Name/Company Name] and the Deceased.

Pursuant to the terms of the agreement, the Deceased was obligated to pay the sum of \$[Amount Owed] for [Brief Description of Services/Goods Provided]. To date, this obligation remains unfulfilled. As the court-appointed Executor, you are responsible for settling the valid debts and liabilities of the estate.

The failure to satisfy this outstanding balance constitutes a breach of the legal obligations of the estate. Please consider this a formal notice of claim against the estate assets.

Demand is hereby made for the full payment of \$[Amount Owed] to be received no later than [Insert Date, e.g., 14 days from receipt].

Payment should be made payable to [Your Name/Company Name] and sent to the following address:

[Your Address]
[City, State, Zip Code]

Failure to provide payment or contact the undersigned to arrange a formal settlement by the aforementioned date will result in immediate legal action. This may include filing a formal creditor's claim with the Probate Court and pursuing all available legal remedies to recover the debt, interest, and associated legal fees.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Phone Number]
[Your Email Address]