

LEGAL LETTER OF DEMAND

Sender Name: _____

Sender Address: _____

Sender Phone/Email: _____

Recipient Name: _____

Recipient Address: _____

Recipient Phone/Email: _____

Subject:

LEGAL DEMAND FOR PAYMENT AND IMMEDIATE ACTION

Dear Sir/Madam,

1. Demand for Payment

This letter serves as a formal demand for payment of the outstanding amount owed to the undersigned ("Creditor") by you ("Debtor"). The total amount due is the sum specified in the invoice(s) provided previously. Despite prior communications and opportunities to resolve this matter amicably, payment has not been received.

2. Basis of the Claim

The amount demanded herein arises from a valid and legally binding agreement between the parties, under which the Debtor agreed to pay for goods and/or services rendered by the Creditor. The Debtor's failure to pay constitutes a breach of contract under applicable United States law, entitling the Creditor to all remedies available at law or equity.

3. Demand for Immediate Action

You are hereby requested to remit full payment of the outstanding amount within ten (10) calendar days from receipt of this letter. Payment must be made in cleared funds to the account or address specified in the attached invoice or as previously communicated.

4. Consequences of Non-Compliance

Failure to comply with this demand will leave the Creditor with no alternative but to pursue all available legal remedies, including but not limited to commencing litigation without further notice. The Creditor will seek recovery of the amount due, interest, costs, and attorney fees as allowed under the governing law.

5. Governing Law and Jurisdiction

This demand and any resulting dispute shall be governed by the laws of the State of _____, without regard to its conflict of laws principles. The parties consent to the exclusive jurisdiction and venue of the courts located in _____ County, _____.

6. Reservation of Rights

Nothing contained in this letter shall be construed as a waiver of any rights or remedies available to the Creditor, all of which are expressly reserved.

7. Contact Information

Should you wish to discuss this matter and avoid escalation, please contact the undersigned immediately at the provided contact information.

Closing

We urge you to treat this matter with the utmost seriousness and act accordingly to avoid unnecessary legal proceedings.

Sincerely,

Sender's Signature

Signature: _____

Name:

Title:

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