

Final Notice Before Legal Action

Date:

To: (Customer)

We have repeatedly requested payment of \$_____, in respect of your overdue account with us. Our demands for payment have been ignored.

Accordingly, we shall turn this account over for collection within the next ten days unless payment, or an acceptable proposal for payment, is made. Enforced collection on this obligation will result in additional legal and court costs chargeable to you and will impair your credit rating. As well, notice of our action will be provided to all applicable credit granting and review authorities.

Yours very truly,
