

# Demand and Notice of Default on Installment Promissory Note

Date: \_\_\_\_\_, 20 \_\_\_\_

To: \_\_\_\_\_

RE: Default on Installment Promissory Note

Dear \_\_\_\_\_ :

Regarding the promissory note dated \_\_\_\_\_, 20 \_\_\_\_ , in the original amount of \$ \_\_\_\_\_ , of which you are the maker, you have defaulted on the installment payment due on \_\_\_\_\_, 20 \_\_\_\_ , in the amount of \$ \_\_\_\_\_ .

Demand is made upon you for payment of this past-due installment payment. If payment is not received by us within ten (10) days from the date of this notice, we will proceed to enforce our rights under the promissory note for collection of the entire balance.

Very truly,

\_\_\_\_\_  
Signature of Noteholder

\_\_\_\_\_  
Printed Name of Noteholder