

# Demand and Notice for Payment on Demand Promissory Note

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

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

RE: Payment on Demand Promissory Note

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

I am currently the holder of your promissory note dated \_\_\_\_\_ ,  
20 \_\_\_\_ , in the amount of \$ \_\_\_\_\_ , which is payable to  
\_\_\_\_\_, the original Noteholder, or  
to \_\_\_\_\_ , the holder on demand.

By this notice, I am making a formal demand for payment by you of the full unpaid balance  
of this note, together with all accrued interest, within ten (10) days of receipt of this letter.  
The total amount due at this time is \$ \_\_\_\_\_ .

Please contact me at the address and phone number below in order to initiate the payment  
process. If full payment is not received within ten (10) days from the date of this demand,  
the note shall be forwarded to our attorneys for legal collection proceedings and you will be  
immediately liable for all costs of collection, including any additional legal and court costs.  
Thank you very much for your prompt attention to this serious matter.

Very truly,

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

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

\_\_\_\_\_  
Address of Current Noteholder

\_\_\_\_\_  
Phone Number of Current Noteholder