Notice Of Default On Promissory Note

Date:

To:

REFERENCE:

Promissory note dated (Date), in the original amount of $_____.

The payment due on (Date), for $ _____ has not been paid. Consequently, you are now in default on the said note.

Please pay the amount due within the next seven days.

If payment is not made within the specified period, we shall proceed to enforce our rights to collect the entire balance.

Sincerely,