**DEMAND LETTER**

[SENDER NAME]

[SENDER ADDRESS]

[SENDER CONTACT INFO]

Date: [DATE]

[RECIPIENT NAME]

[RECIPIENT ADDRESS]

**Re:** [SUBJECT OF LETTER]

Dear [RECIPIENT NAME],

I, [NAME OF SENDER], am writing this demand letter as my FINAL NOTICE for: [ENTER DESCRIPTION OF DEMAND].

If there is no response to this demand letter by [DATE], all legal rights may be explored, including, but not limited to, legal proceedings necessary in accordance with state and federal laws.

This demand letter serves as official notice to you and may be tendered in court as evidence of your failure to cooperate. If legal action is to occur, you may be held liable for court fees, attorney’s fees, and damages.

I hope to resolve this matter as soon as possible.

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/)

[SENDER'S NAME]