

DEMAND LETTER

(for a Commercial Claim arising
out of a Consumer Transaction)

Date: _____

To: _____
Name of Defendant

Address of Defendant

You have not paid a debt owed to _____
Name and address of plaintiff

_____ which
you

incurred on _____ date(s) debt was incurred. Our records show that you have made

the following payment in partial satisfaction of this debt _____
Date(s) and amount(s) paid

_____. The amount remaining unpaid on
the

debt is \$ _____. Demand is hereby made that this money be paid. Unless payment

of this amount if received by the undersigned no later than _____,
Date payment expected

a lawsuit will be brought against you in the Commercial Claims part of the Court.

If a lawsuit is commenced, you will be notified of the hearing date and you will be entitled
to appear at the hearing and present any defense you may have to this claim.

Claimant's Name

Claimant's Address