

Balloon Payment Schedule

Date: [Insert Date]

To: [Borrower's Name]

[Borrower's Address]

Subject: Balloon Payment Schedule for Credit Agreement

Dear [Borrower's Name],

We are writing to provide you with the balloon payment schedule for your credit agreement dated [Insert Agreement Date]. Below are the detailed payment terms:

Payment Number	Due Date	Payment Amount
1	[Insert Due Date 1]	[Insert Payment Amount 1]
2	[Insert Due Date 2]	[Insert Payment Amount 2]
3	[Insert Due Date 3]	[Insert Payment Amount 3]
Final Payment	[Insert Final Payment Due Date]	[Insert Final Payment Amount]

We recommend making your payments on or before the due dates to avoid any late fees. If you have any questions or need further assistance, please do not hesitate to contact us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Contact Information]