

Final Demand for Utility Payment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Utility Company Name]

[Utility Company Address]

[City, State, Zip Code]

Subject: Final Demand for Payment and Lien Notice

Dear [Utility Company Name],

This letter serves as a formal final demand for the outstanding payment of your utility services. As of today, your account with us shows an overdue balance of [Amount Due], which remains unpaid since [Due Date].

Despite previous reminders sent on [Date(s) of Previous Notices], payment has not been received. This is your final notice before further action is taken, including possible lien proceedings against your property.

Please remit payment in full by [Final Deadline Date] to avoid escalation of this matter. Failure to pay may result in additional fees, threat of utility discontinuation, or legal action.

Payments can be made via [Payment Methods Available].

For any queries, please contact us at [Customer Service Phone Number].

Thank you for your immediate attention to this serious matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]