

Notice of Secured Property Repossession

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Borrower's Name]

[Borrower's Address]

[City, State, Zip Code]

Dear [Borrower's Name],

We regret to inform you that due to the non-payment of your secured loan, we are initiating the repossession process for the property listed below:

- Property Description: [Insert Property Description]
- Account Number: [Insert Account Number]
- Outstanding Balance: [Insert Outstanding Balance]

Please be advised that you have [insert number of days] days from the date of this letter to rectify the situation by making the necessary payments. Failure to do so will result in repossession of the property as per the terms of your loan agreement.

If you have any questions or wish to discuss this matter further, please feel free to contact our office at [Phone Number] or [Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]