

# Substitute Collateral Requirements Notification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to inform you about the substitute collateral requirements pertaining to your derivative contracts with us. As part of our ongoing risk management procedures, we have assessed the collateral specifications and deemed it necessary to implement the following changes.

## Substitute Collateral Requirements:

- Collateral Type: [Specify Type]
- Minimum Value: [Specify Value]
- Eligible Assets: [List Eligible Assets]
- Valuation Frequency: [Specify Frequency]

Please ensure that the required substitutes are provided no later than [Insert Deadline]. Failure to comply may result in modifications to your derivative contract positions.

If you have any questions regarding these requirements, do not hesitate to reach out to us. We appreciate your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]