



PROPOSAL KIT SAMPLE

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Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

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FINAL NOTIFICATION OF OVERDUE ACCOUNT

<<CurrentDate>>

<<Company>>

<<Address1>>

<<Address2>>

<<City>>, <<State>> <<PostalCode>>

Phone: <<WorkPhone>> Fax: <<Fax>>

Re: Final Notification of Overdue Account

Dear <<CustSalutation>> <<CustLastName>>,

As per our previous notification (see attached), this notification is to inform you that your account with us is now 45 days past due for the month of <<Month>> and in the amount of <<Amount>>.

You have 15 days from the receipt of this letter to make payment and bring your account up to balance.

If your account with us remains in delinquent status for more than 61 days from the initial due date of the

DEMO CONTRACT

This demo contract has been truncated. The complete editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/problem-notification/final-notice-of-overdue-account.htm>

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This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

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