

## LEGAL DEMAND LETTER

From: Legal Firm LLP

To: Client A

Date: March 1, 2023

RE: Notice of Outstanding Payment

Dear Client A,

This letter serves as a formal notice that you have failed to make the required payment of \$5,000 due on February 15, 2023.

According to our records, this amount remains unpaid despite previous reminders sent on February 20 and February 27, 2023.

Please make payment within 14 days, by March 15, 2023.

Failure to do so may result in legal action without further notice.

Sincerely,

Legal Firm LLP