**DEMAND LETTER**

From

**[Name of sender]**

**[Address]**

**[City, State]**

**[Zipcode]**

**[Date]**

Child support owed $**[dollar amount]**

This is my final attempt to collect unpaid child support

Dear **[recipient],**

You currently owe me $**[dollar amount]** in unpaid child support payments for the period of **[date]** to **[date]** in accordance with our agreement.

You will be given until **[date]** to pay the full amount owed.

If there is no response to this letter, all legal rights shall be explored, including, but not limited to, legal proceedings necessary to recover the debt without further notice or this debt may be transferred to a collection’s agency in accordance with state and federal laws.

This demand letter for payment serves as official notice to you and may be tendered in court as evidence of your failure to pay. If legal action is to occur to resolve this matter, it may involve having you pay attorney’s fees and may impact your credit history.

Per federal law 18 u.s.c. § 228, if child support goes unpaid for one (1) year and exceeds five thousand dollars ($5,000) the parent could be guilty of a misdemeanor.

This carries a punishment of up to six (6) months in jail in addition to fines.

We hope to resolve this matter as soon as possible.

Sincerely,

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