

UNPAID WAGES DEMAND LETTER

From

Date _____, 20____

WAGES OWED \$_____.

THIS IS MY FINAL ATTEMPT TO COLLECT UNPAID WAGES

Dear _____,

You currently owe me \$_____ in unpaid wages for the period of _____, 20____ to _____, 20____.

You will be given ____ business days 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.

We hope to resolve this matter as soon as possible.

Sincerely,
