

## Repossession Notice Before Sale – Notice of Intent

Lender Name  
Address  
City State Zip  
Phone

### Notice of Repossession and Notice of Our Plan to Sell Property

Date  
Borrower Name  
Address  
City State Zip

#### SENT VIA CERTIFIED MAIL

RE: Account No.: \_\_\_\_\_  
Vehicle Description: *Year / Make / Model*: \_\_\_\_\_  
VIN #: \_\_\_\_\_

#### Dear Borrower:

We have repossessed the above described vehicle. The vehicle is being held at:

Name of Repo Lot: \_\_\_\_\_  
Address: \_\_\_\_\_

If you do not pay the amount required to redeem your vehicle, within 15 days of the Date of Mailing of this notice, the vehicle will be sold at a (Private Sale or Auction) on 00/00/0000, at 9:00 am, at:

Sale Location: \_\_\_\_\_

We will then credit your account with net proceeds of the sale after deducting any and all expenses. We may take action against you for any deficiency balance remaining.

Within 15 days of the Date of Mailing, as shown above, you may redeem the vehicle by payment in full of the loan balance, plus interest and late charges as set forth below, together with any costs incurred by the bank in retaking, storing and repairing the vehicle.

#### Charges as of Date of Mailing

Principal Balance Due	\$00,000.00	
Interest Due:	\$000.00	
Late Charges	\$000.00	
Miscellaneous Fees	\$000.00	
Total	\$00,000.00	(Plus any costs incurred for retaking, storing & repairing the vehicle.)

Payment should be directed to: Lender Name / Address / City State Zip

Sincerely,

Name of Lender