Final Notice Before Collections

Subject: FINAL NOTICE - Account to be Forwarded to Collections

Dear [Patient Name],

This is your FINAL NOTICE regarding the seriously delinquent balance of $[Amount] on your account.

Despite multiple previous attempts to contact you (dated [Date 1], [Date 2], and [Date 3]), your account remains unpaid and is now [Number] days past due.

IMMEDIATE ACTION REQUIRED: You have 7 days from the date of this letter to either pay your balance in full or contact our office to make payment arrangements. If we do not receive payment or hear from you by [Specific Date], your account WILL be forwarded to [Collection Agency Name] for collection.

Consequences of Collection Action:

- This debt will be reported to major credit bureaus and will negatively impact your credit score
- You may be charged additional collection fees and interest
- Collection agencies may pursue legal action to recover the debt
- Future services at our practice will be limited to emergency care only

This is your last opportunity to resolve this matter directly with our office and avoid collection proceedings. We strongly urge you to take immediate action.

To make a payment or discuss this urgent matter, contact our billing department immediately at [Phone Number].

Time is of the essence. Please do not delay.

[Practice Name]

Billing Department

[Contact Information]

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