

Demand for Fee Repayment

Date:

To:

Address:

Subject: **Demand for Fee Repayment**

Dear ,

This is to formally demand the repayment of fees in the amount of , which was paid for .
Despite previous reminders, the amount remains unpaid to date.

Kindly arrange payment within days of receipt of this notice. Failure to do so may result in further action.

Sincerely,