

Sample Late Payment Notice: (Innovative Changes)

Innovative Changes
2027 Lloyd Center
Portland, OR 97232



Borrower address

July 9, 2015

Ref: Loan Number: OL1.....

Dear Nicole,

We have not received your Security and Success/Credit Builder/Opportunity Loan payment of \$0.00, which was due on June 20th, 2016. Because this payment is ten (10) or more days late, a late fee of \$0.00 has been assessed. Because you did/did not communicate with us before June 30th, 2016, we can/cannot waive this late fee in this instance. As of today's date, your outstanding principal balance is \$0.00.

Please bring your loan current by paying us \$0.00 + \$0.00 or to arrange a modification of your loan terms by July 30th, 2016. We will notify the credit reporting agencies that the loan payment has been made on time if we receive the funds by this date.

Please send/bring your payment(s) to: Innovative Changes, 2027 Lloyd Center, Portland, OR 97232

Or you can pay online with a debit card by going to this link: <http://www.innovativechanges.org/about/for-our-borrowers> and clicking on the "Make a Payment" button and filling out the necessary information -- purpose (ex: November loan payment from J. Smith) and amount. We only accept debit or pre-paid cards (not credit cards).

Note: *Although the site calls your payment as a donation, it directly goes towards paying off your loan, but it is YOUR RESPONSIBILITY to make sure we know that the payment is from you!*

Please do not hesitate to call Alicia or Rachel at 503-249-5205 or email Rachel at rachel@innovativechanges.org if you have any questions about your loan payment.

Sincerely,

Nancy Yuill
Executive Director