

[Print on front of letter and insert Address]

<<Borrower's Name>>
<<Address>>
<<Address>>
<<Post Code>>

<<Date>>

Dear << >>

Re. Loan Agreement of <<Name of Loan>>

We refer to the above Loan Agreement between <<name of Lender>> and <<name of Borrower>>. Terms used but not defined in this letter shall have the same meaning as in the Loan Agreement.

TAKE NOTICE that <<name of Borrower>> may/perform his obligations to us in the following respects:-

<<Provide full details of default>>

WE AGREE TO WAIVE this default under the following condition(s):-

<<Provide full details of condition(s) for which we will provide a remedy by a specific date or any other condition the Lender requires>>

Failure to comply with the condition(s) above shall constitute a default under the Loan Agreement.

Other than as set out in this letter, all other obligations shall remain in full force and effect.

This letter is without prejudice to any other rights or remedies we may have under the Loan Agreement or otherwise.

Please sign and return the enclosed copy of this letter to us within <<three>> Business Days of the date of this letter to confirm acceptance of the waiver. [If we do not receive a countersigned copy of this letter within <<three>> Business Days, the waiver in this letter will be deemed to have been accepted.]

a notice in accordance with the

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