Send page 1 first.

Send page 2 two weeks (14 days) after page 1 was sent.

14 days after page 2 was sent, you can contact the enforcement office (“Namsfogden”) in your municipality (“kommune”), for help to collect the claim.

PAGE 1

[Your name] [Location, today’s date]

[Your address]

[The name of whom owes you money]

[The address of whom owes you money]

**DEMAND OF [insert the reason for your claim]**

[*Here you’ll briefly explain your case: the subject of your case, and why you mean that you’re entitled to the claim. We recommend that you attach any documentation that could confirm the particular claim, for instance receipts, legal contracts, written communication, SMS, pictures, etc.]*

I therefore demand NOK \_\_\_\_\_\_\_\_\_\_. Please make the payment to this account \_\_\_\_\_\_\_\_\_\_ as soon as possible, and at the latest within two weeks after receiving this letter.

If you are unfamiliar or disagree with this claim, I request that you notify me immediately.

[*You may be entitled default interests (“forsinkelsesrenter”) in addition to your claim. If a payment date is agreed upon in advance, and the payment is still outstanding after this date, you shall be granted interests as well. These interests will run from the payment date agreed upon until the date of the actual payment. If there is no such agreement in advance, the main rule is that the default interest period starts 30 days after you have sent the demand. You can estimate default interests at* [*www.forsinkelsesrente.no*](http://www.forsinkelsesrente.no) *(the webpage is in Norwegian).]*

This demand letter is an official notice of enforcement. The claim will be pursued through legal enforcement if no payment is made, and this demand remains unanswered. Possible failure to pay may lead to further interests and fees. Legal enforcement will be applied for in accordance with The Enforcement Act Section 4-18 (tvangfullbyrdelsesloven).

Sincerely,

[your name]

[signature] \_\_\_\_\_\_\_\_\_\_

PAGE 2

Sender: Location and date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Debtor:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTICE PRIOR TO ENFORCEMENT cf. The Enforcement Act Section 4-18 and 4-19 (tvangsfullbyrdelsesloven)**

I refer to my Letter of Demand sent on [date], with deadline for payment on [date]. I have yet not received the payment, and the given deadline has now expired. The given letter constitutes as a basis for enforcement in accordance with The Enforcement Act Section 7-2 and 4-1 (tvangsfullbyrdelsesloven).

This as a final notice that the claim must be payed within 14 new days from the date on which this notice is sent. Enforcement will be applied for in accordance with The Enforcement Act Section 4-18 (tvangsfullbyrdelsesloven) if the payment has not been completed by this deadline. Additional interests and expenses will occur.

|  |
| --- |
| Description of the claim:  [insert the reason for your claim] |

**Specification of the Claim:**

Principle claim: Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_

Interests: \_\_\_\_\_\_\_%: From date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ To date: \_\_\_\_\_\_\_\_\_ Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_

Fees: Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_

Costs: Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_

* Already paid Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total amount outstanding: Kr.: \_\_\_\_\_\_\_\_\_\_\_\_\_**

The payment shall be made to account: [insert account number]

Sincerely,

[Your name]

[Your signature]\_\_\_\_\_\_