

JOHN SMITH (CA) - EXAMPLE CONTACT
20 BAY STREET
11TH FLOOR
TORONTO, ON M5J 2N8

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Richard T Avis, Attorney & Associates, LLC

Richard T Avis

Barry Serota (1948-2009)

P.O. Box 31579
Chicago, IL 60631

Phone: (847) 259-4700
Fax: (847) 259-9434

asdads

sdfdsf
File No. qfdsf
Account: sdfdsf
Account Reference No. sdfsdg
Amount Due: sdfdsf

We previously attempted to communicate with you to resolve the sdfdsf balance owed to our client. Unfortunately, this matter has not progressed towards resolution and our assumption must be that you do not intend to resolve this matter. We now must provide sdfdsf with direction to explore their legal options. You can prevent further action by immediately satisfying the obligation owed or by contacting our office to discuss this case.

To resolve this matter, submit the sdfdsf payment in any of the following methods:

1. Mail – draft a check payable to sdfdsf with file number qfdsf on the memo line and mail the check to our office at the address below
2. Online* – pay with check or credit card with our processor: <https://www.afm-usa.com/payment>
3. Phone* – pay with check or credit card by contacting our office at **(847) 259-4700**.

*A convenience fee will be assessed for both check or credit card payments made online or by phone.

At this point, your actions will determine whether we can work together to resolve this manner. Please submit payment or contact our office if you have any questions or wish to discuss the matter further.

Sincerely,

sdfdsf

sdfdsf
sdfdsf sdfgdsf
P.O. Box 31579, Chicago, IL 60631
P: (847) 259-4700 | F: (847) 259-9434
sdfdsf

This is an attempt to collect a debt by a debt collector. Any information obtained will be used for that purpose.

This transmittal may contain confidential information belonging to the sender which is legally privileged and/or exempt from disclosure. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents is strictly prohibited. If you received this transmittal in error, please call the sender immediately to arrange for the return of this letter.