

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

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# American Financial Management

,

v.

Account No. - AFM File No.

Placement Amount / Close-Out Amount

Reason for Closure – Settlement

Dear ,

This is to update you regarding the above referenced file.

We are pleased to inform you that we secured to settle and fully resolve the above referenced matter.

When a debtor sends a check to our office, we immediately deposit the check on the date received. If a check comes back non-sufficient funds (NSF), our bank normally notifies our office within seven business days from the date we deposited the check. If we did not receive an NSF notification from our bank beforehand, then on the eighth business day we assume the check cleared and we remit payment to you on the following Friday. Therefore, you should receive the remittance from our office between twenty-one to twenty-eight days after we secured payment from the debtor.

If you have not done so already, please take this opportunity to write off the balance as a bad debt for IRS tax purposes. We appreciate the opportunity to be of service to and look forward to assisting you on future matters.

Very truly yours,

American Financial Management, Inc.

P.O. BOX 735633, Chicago, IL 60673-5633  
(800) 426-5532 | (847) 259-7000  
[www.afm-usa.com](http://www.afm-usa.com)

