

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

JANE SMITH (US) - EXAMPLE CONTACT  
750 NORTH SAINT PAUL STREET  
STE 250  
DALLAS, TX 75201

# 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

File #  
Creditor:  
Policy #'s: See Reverse  
Amount Due:

## 14-DAY SETTLEMENT OPPORTUNITY

Our records reflect that the premium balance owed to The Hartford for the policies listed on the reverse side of this letter remain unpaid. However, at this time, The Hartford is willing to settle the unpaid premiums for , if we receive the payment, at our office, on or before .

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

1. Mail – draft a check payable to The Hartford with “Settlement in Full for File # ” 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.

Payment of on or before shall represent full satisfaction of the balance due The Hartford. However, if we do not receive the payment on or before , then this settlement offer will be null and void.

Thank you,

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

This is an attempt to collect a debt. 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.