

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

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# American Financial Management

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Ms. Mary Rowley  
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W. W. Grainger, Inc. v. fg  
Account No. df - AFM File No. regewrg  
Placement Amount wegerg / Close-Out Amount ergwer  
Reason for Closure – No Response or Payment

Dear Mr. Archuleta,

This is to update you regarding the above referenced file.

Despite our persistent and aggressive efforts to collect the monies owed to Grainger, the debtor neither made, nor committed to making, voluntary payment and it is apparent the debtor does not intend to make voluntary payment in the future. Ordinarily, at this time, we would consider the merits of filing a lawsuit. However, in this case, filing suit is not cost justifiable due to the size of the balance due Grainger. Thus, we are unfortunately forced to close our file as uncollectible.

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 Grainger and look forward to assisting you on future matters.

Very truly yours,

*egwer*

werrgwer  
American Financial Management, Inc.

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