File #

Creditor:

Creditor Reference # «Client\_Ref\_Num»

Amount Due: «Actual\_Total\_Jmt\_NonJmt\_Owing»

,

We have not received payment to resolve the «Actual\_Total\_Jmt\_NonJmt\_Owing» balance owed to «CliFile\_Name» and you have had ample opportunity to submit payment or actively communicate with our office. Since this matter has not progressed towards resolution, by , we must receive the «Actual\_Total\_Jmt\_NonJmt\_Owing» amount «Account\_Name» contractually owes to , or a telephone call or email from «Account\_Name» to specifically address the past-due balance.

To satisfy the «Actual\_Total\_Jmt\_NonJmt\_Owing» balance and avoid further action from arising, payment must be made by through any of the following methods:

* Mail – draft a check payable to with file number «Account\_Number» on the memo line and mail the check to our office at the address below
* Online\* – pay with check or credit card with our processor: [**https://www.afm-usa.com/payment**](https://www.afm-usa.com/payment)
* 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.

Thank you,

«COLLECTOR\_NAME\_SIGNATURE»

**«Collector\_Pseudonym»**

«X1005\_Signature\_Co\_Line\_1» «X1006\_Signature\_Co\_Line\_2»

P.O. Box 31579, Chicago, IL 60631

P: (847) 259-4700 | F: (847) 259-9434

«X1095\_COLLECTOR\_EMAIL\_CUSTOM»

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