«Todays\_Date\_MMMM\_DD\_YYYY»

«Account\_Address\_Block»

File # «Account\_Number»

Creditor:

Debtor:

Creditor Reference No.

Re: Confirmation File # is Closed + Future Order Requirements

Dear ,

Please allow this letter to serve as your evidentiary documentation that File # «Account\_Number» is now closed in our office. Further, please note, if you wish to order future services from , then you will have to pay, directly to , the «COMM\_Earn» of collection fees that paid to our firm to resolve the balance associated with File # «Account\_Number».

Please let us know if you have any questions.

Sincerely,

«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

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.