«Todays\_Date\_MMMM\_DD\_YYYY»

«Account\_Address\_Block»

File No.

Creditor: «CliFile\_Name»

Creditor Reference No. «Client\_Ref\_Num»

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

This is to advise you that our firm has been engaged by, and now represents, «CliFile\_Name» (“ADT”) in a breach of contract matter associated with your ADT account. The amount owed on your account is «Actual\_Total\_Jmt\_NonJmt\_Owing». Please note, per your ADT contract, ADT has the right to add interest, late charges, and attorney fees to this «Actual\_Total\_Jmt\_NonJmt\_Owing» balance due.

To prevent these additional fees and credit bureau reporting, we must receive the «Actual\_Total\_Jmt\_NonJmt\_Owing» payment by in any of the following methods:

1. Mail – draft a check payable to ADT with file number «Account\_Number» 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**](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.

Please note that any and all communications and payments must now be directed to our office. Please contact us with any questions or to disclose any extenuating circumstances interfering with your desire to resolve this matter.

Thank you,

«COLLECTOR\_NAME\_SIGNATURE»

**«Collector\_Pseudonym»**

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

P.O. Box 735633, Chicago, IL 60673-5633

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.