«Client\_Ref\_Num»-«Account\_Number»F«Desk»-«Account\_Zip»

«Account\_Address\_Block2\_No\_Filenum»

**Creditor Name:**

**Notice Date:**

**Debtor Name:**

**Amount Due:**

«Actual\_Total\_Jmt\_NonJmt\_Owing»

**Account Number:**

We have not received payment to resolve the balance owed to «CliFile\_Name» (“ADT”) and you have had ample opportunity to submit payment or actively communicate with our firm. Per our previous correspondence, this unpaid ADT balance was reported to the credit bureaus and now appears as a negative marking on your credit report. Until you resolve this matter, your credit may be affected for up to 6 years. ADT would like us to work with you to resolve this matter without taking any further action, but time is of the essence.

To remove credit reporting and prevent escalated collection activities, we must receive a «Actual\_Total\_Jmt\_NonJmt\_Owing» payment by in any of the following methods:

1. Mail – draft a check payable to ADT and mail the check to our office, along with the remittance advise below to ensure proper credit
2. Online\* – pay with check or credit card at: [**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) 259-7000**.

\*A convenience fee will be assessed for both check or credit card payments made online or by phone.

If we do not receive payment, we must assume you do not intend to satisfy the outstanding balance and, therefore, ADT must consider taking further action to protect their interests.

Thank you,

**- - - - - - - - - - - - - - - - - - - - - - - DETACH AND RETURN WITH YOUR REMITTANCE - - - - - - - - - - - - - - - - - - -**

**Make check payable to: Account # - «Client\_Ref\_Num»**

«CliFile\_Name» **Amount Enclosed:**

c/o