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| Write a cease letter to a Debt Collection Agency |

Congratulations {{ users }}! You have finished all the forms you need to Write a cease letter to a Debt Collection Agency. The rest of the pages in this packet are your letter to {{ other\_parties }}.

## Next steps

1. Deliver a copy of this letter to {{ other\_parties }}.
2. **Keep a copy for yourself.**
3. If {{ other\_parties }} does not answer your letter within 30 days, come back and complete the [Follow-up interview].

## To send your letter

1. Look over the forms below, one more time. Make sure everything is correct.
2. Deliver a copy of this letter regular first-class mail.
3. You can ask the post office for proof of delivery, but it is not required. It may slow down delivery of your letter.

## What happens after I send the letter?

1. The Debt Collection Agency should stop communicating with you regarding this debt.
2. You should continue to attend all scheduled court dates.

## What do I do if {{ other\_parties }} ignores my letter?

1. If the Debt Collection Agency continues to contact you, you should consult a lawyer or Legal Aid Service.

## What happens if {{ other\_parties }} agrees with me?

If the {{ other\_parties }} agrees with you:

1. .

**Read** the response as soon as you get it. If you have questions, [ Your local legal aid] may be able to help you more.

## Learn more

Visit **https://www.mass.gov/info-details/fair-debt-collection**