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advice women can trust
Logo will not print with document

Date

Your Name

Street Address

City, State, Zip Code

Debt Collector's Name

Street Address

City, State, Zip Code

Re: Account Number

Dear Sir or Madam:

In accordance with my legal rights under the Fair Debt Collection Practices Act, I am hereby requesting that all communications with me regarding any alleged outstanding debts you claim I owe be ceased.

The person you are trying to contact does not reside in my home and is not affiliated with me in any way. Although we share a similar name, I believe this is a case of mistaken identity.

Failure to acquiesce with this request will cause me to file a complaint with the Federal Trade Commission and the Attorney General's Office in (insert state here). I will also pursue civil and criminal damages if necessary.

I appreciate your cooperation concerning this matter.

Sincerely,

Your Name (printed)