

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

		Return address:
		Company
	Date	Address Line 1
Name		Address Line 2
Address Line		City, State Zip Code
City, State Zip Code		

Re: Notice to Debtor of Assignment of Debt

Dear :

Your account has been assigned to Company and you will no longer make payments to us, but you must send all future payments and correspondence to Company.

If you have any questions concerning this assignment, please contact Company.

Sincerely,

N A M E