

From

To

Date _____

To Whom This May Concern,

Re: Account Number

I am sending this letter in response to [a letter/phone call] that was sent to me on [date of receiving the call/ letter]. I kindly would want you give me details to verify this debt.

While doing this, please make sure to include the following information:

The original creditor's name and address, the amount owed and the account number. This will highlight the verifications I need to see whether there's any validity to your claim that I am expected to pay this stated amount.

You should also include details about the amount and duration of the including a copy of the original creditor's final billing statement, an in-depth clarification of the interest added, the legal authorization for this interest, payments made from the last billing statement, the date the claims by the original creditor became intrusive.

You should also add if the debt is within the statute of limitations plus how it was arrived at.

I'd like you to send details about your right to collect this debt: whether you're licensed to operate in my state, the license's name, date which the license was issued, and the license number. You also need to include the name, telephone number and address of the state agency that issued you the license. If you're from outside my state, please include details about the licensing information from your state.

Sincerely,

Your Name