

#22: REQUEST NEGOTIATION WITH CREDITOR

Collection Agency Name and Address

Date

Subject: Direct Negotiation with Creditor

Creditor Name

Account Number

Account Name

As you know, you have contacted me numerous times regarding the aforementioned account with _____. It is my right to request to speak directly with the creditor rather than to you, and I hereby make such a request.

Please contact the appropriate department at _____ and make them aware of my desire to speak directly to them regarding this account.

Thank you.

Sincerely,
(your signature)

Your Typed Name

You may type your name, address, and phone number at the top of the letter as your letterhead, or you may type it here in this space.