

DD/MM/YEAR

John Henry Doe  
123 Main Street,  
Anderson, TX 77050

"(2 cent stamp)"

Company name  
Company street address  
Company city, state, & zip

Dear, (Company Name)

I have reason to believe your company has been in violation in collecting on this alleged debt.

I cannot be in debtor position to a creditor when I am paying into a positive balance.

Please see Exhibit 1 (The attached bill).

I sent my payment coupon on the date of mm/dd/year, to the address of \_\_\_\_\_.

The certified mail confirmation number number is xxxxx-

~~xxxxx-xxxxx-xxxxx-xxxxx~~

This has led me to communicating the attached billing error notice to fix this situation.

Please resolve this situation timely, and communicate with me, John Henry Doe, solely by mail communication

Best regards,

John Henry Doe

Notice to agent Notice to knowledge UCC 1-202

Respectfully

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Name: John Henry Doe