

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Debt Collector's Name]

[Debt Collector's Company]

[Company Address]

[City, State, Zip Code]

Subject: Notice of Deceased Consumer

Dear [Debt Collector's Name],

I am writing to inform you that [Deceased Consumer's Name], the consumer associated with account number [Account Number], has passed away on [Date of Death].

As the executor of [his/her] estate, I request that you cease all communication regarding this account with me or any other relatives until you provide the necessary documentation to confirm the debt and its validity. Please direct any future correspondence to me at the address above.

Thank you for your understanding.

Sincerely,

[Your Name]

[Relationship to Deceased]