

Application for Recurring Debt Deduction Setup

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Debt Collection Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Debt Collection Agency Contact Name],

I am writing to formally request the setup of a recurring debt deduction from my account for the outstanding debt associated with my account number [Your Account Number]. I would like to establish a regular monthly deduction of [Insert Amount] starting from [Insert Start Date].

Please find my bank details below for the deduction process:

- Account Holder Name: [Your Name]
- Bank Name: [Your Bank Name]
- Account Number: [Your Account Number]
- Routing Number: [Your Routing Number]

If you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance in setting up this arrangement.

Sincerely,

[Your Name]