

# Bankruptcy Notification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request the documents related to my bankruptcy case as part of the notification process. I believe it is important to have all the relevant information to ensure that I comply with the requirements and to facilitate the proceedings.

Please provide the following documents:

- Case filing notice
- List of creditors
- Court documents
- Any additional information pertinent to my case

My case number is [Insert Case Number]. I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your cooperation.

Sincerely,

[Your Name]