

Grievance Against Improper Debt Collection Communications

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Debt Collection Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Debt Collection Agency Name],

I am writing to formally address my grievance regarding the improper debt collection communications I have received from your agency. My account number is [Account Number].

On [specific dates], I was contacted via [phone/mail/email] regarding my debt. I believe these communications were in violation of the Fair Debt Collection Practices Act, as they included [describe specific issues, e.g., harassment, false statements, failure to provide validation of the debt, etc.].

I request that you cease further communication until this matter is resolved. Additionally, I would like to receive written confirmation that my grievance is being taken seriously and that appropriate action will be taken to rectify this situation.

I appreciate your prompt attention to this matter and look forward to your response.

Sincerely,

[Your Name]