

Request for Debt Collection Freeze

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Debt Collector's Name]

[Debt Collection Agency's Name]

[Agency's Address]

[City, State, Zip Code]

Dear [Debt Collector's Name],

I am writing to formally request a freeze on the collection activities related to the account number [Insert Account Number] under my name, [Your Name]. Due to [mention reason, e.g., financial hardship, dispute, etc.], I kindly ask that you suspend any further collection efforts until [insert a date or 'further notice'].

According to the Fair Debt Collection Practices Act, I am exercising my right to request this freeze as I seek to resolve my financial situation. I would appreciate your understanding and cooperation in this matter.

Please confirm the receipt of this request and the status of my account at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]