

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number

Date

Recipient's Name
Company Name
Company Address
City, State, Zip Code

Dear [Recipient's Name],

I am writing to formally dispute the errors in the debt assigned to me, according to your records. The account number in question is [Account Number]. I believe that this debt assignment contains inaccuracies that need to be rectified.

[Describe the specific errors regarding the debt assignment, including any relevant details and evidence you may have.]

In accordance with the Fair Debt Collection Practices Act, I request that you conduct a thorough investigation into this matter, review your records, and provide me with written confirmation of the findings. Please ensure that any inaccuracies are corrected promptly.

Thank you for your attention to this important matter. I look forward to your prompt response.

Sincerely,
[Your Name]