

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

## **Subject: Bankruptcy Hearing Schedule Notification**

Dear [Recipient Name],

This letter serves to inform you of the upcoming bankruptcy hearing scheduled for [Insert Date] at [Insert Time]. The hearing will take place at [Insert Location].

Please find the details below:

- **Case Number:** [Insert Case Number]
- **Debtor Name:** [Insert Debtor Name]
- **Hearing Date:** [Insert Date]
- **Hearing Time:** [Insert Time]
- **Location:** [Insert Location]
- **Judge:** [Insert Judge's Name]

It is important for all concerned parties to attend this hearing to ensure that their interests and claims are adequately represented.

If you have any questions or require further information, please do not hesitate to contact our office at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Firm or Organization]

[Your Contact Information]