

[Date]

[Recipient Name/Executor of Estate]

[Street Address]

[City, State, Zip Code]

RE: Notice of Potential Liability Regarding the Estate of [Deceased Name]

Dear [Recipient Name],

We are writing to formally notify you of an outstanding debt owed by the late [Deceased Name], who passed away on [Date of Death]. Our records indicate a balance of \$[Amount] remains unpaid on account number [Account Number].

Pursuant to [State/Local Statute, if applicable, e.g., Community Property Laws or the Doctrine of Necessaries], a surviving spouse may be held responsible for certain obligations incurred during the marriage, including but not limited to medical expenses and household necessities.

Please provide the following information regarding the estate within [Number] days:

- The status of the probate proceedings.
- The contact information for the attorney representing the estate.
- A copy of the death certificate.

If you believe you are not responsible for this debt or if the estate has insufficient assets to cover this claim, please submit written documentation supporting this position to our office immediately.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Phone Number]

[Email Address]