

[Date]

[Inquirer Name/Agency]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

RE: Response to Garnishment Order - Invalid Account Information

Reference Number: [Reference/Case Number]

Subject Name: [Name of Individual on Order]

Social Security Number/Tax ID (Last 4 digits): [XXXX]

Dear [Contact Name or Department],

We are writing in response to the garnishment order received by our office on [Date Received] regarding the above-referenced subject.

After a thorough search of our records, we are unable to process this request for the following reason(s):

- The subject does not hold an active account with this institution.
- The account number provided in the order is incorrect or does not exist.
- The name and social security number provided do not match any records in our system.
- The account(s) associated with this subject was closed on [Date of Closure].

Due to the invalid account information provided, we cannot freeze or remit any funds at this time. If you believe this to be an error, please provide corrected account details or updated identification information for further review.

If you have any questions regarding this response, please contact our Legal Compliance Department at [Phone Number].

Sincerely,

[Authorized Signature]

[Printed Name]

[Title]

[Institution Name]