

[Bank/Company Name]
[Secured Asset Department]
[Street Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Court Name]
[Bankruptcy Court Address]
[City, State, Zip Code]

RE: Notice of Filing of Proof of Claim
Debtor(s): [Debtor Full Name(s)]
Case Number: [Case Number]
Chapter: [Chapter Number, e.g., 7, 11, or 13]
Collateral/Asset: [Description of Asset, e.g., Property Address or VIN]

To the Clerk of the Court and all Parties of Record:

Please take notice that [Bank/Company Name], a secured creditor in the above-referenced bankruptcy proceeding, has formally filed a Proof of Claim regarding the secured interest held in the following asset: [Detailed Description of Asset].

The details of the claim are as follows:

- Claim Amount: \$[Dollar Amount]
- Arrearage Amount (if applicable): \$[Dollar Amount]
- Basis for Claim: [e.g., Secured Note and Deed of Trust / Security Agreement]
- Claim Number: [Assigned Claim Number, if known]

Copies of the relevant promissory notes, security agreements, and evidence of perfection are attached to the official Proof of Claim filed with the court.

Please direct all future notices, correspondence, and payments related to this secured claim to the address listed below:

[Payment/Notice Address]
[City, State, Zip Code]

Sincerely,

[Authorized Signature]
[Printed Name]
[Title]
Secured Asset Department

CC: [Debtor's Attorney Name]
CC: [Bankruptcy Trustee Name]