

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Account Number]

[Date]

[Collection Agency Name]
[Collection Agency Address]
[City, State, Zip Code]

RE: Notice to Cease and Desist Contact Regarding Account #[Account Number]

To Whom It May Concern,

I am writing this letter regarding the alleged utility debt associated with the account number mentioned above. This letter is a formal notice to you to cease and desist all communication with me regarding this matter, as provided for under the Fair Debt Collection Practices Act (FDCPA) 15 U.S.C. § 1692c.

I do not wish to be contacted by your company or any of its agents by telephone, mail, email, or in person. Under the FDCPA, you are permitted to contact me one final time only to:

- Advise me that your further efforts are being terminated;
- Notify me that you may invoke specified remedies which are ordinarily invoked by such debt collector; or
- Where applicable, notify me that you intend to invoke a specified remedy.

Please be advised that if you continue to contact me, I will keep a record of all interactions and may file a formal complaint with the Consumer Financial Protection Bureau (CFPB) or pursue legal action for violations of federal law.

Sincerely,

[Your Signature]

[Your Printed Name]