

**Date:** [Insert Date]

**To:** [Debtor Name]

**Address:** [Debtor Address]

**City, State, Zip:** [Debtor City, State, Zip]

**RE: NOTICE OF ASSIGNMENT OF DEBT**

**Account Number:** [Insert Bank Account Number]

**Original Creditor:** [Insert Name of Bank]

**Outstanding Balance:** \$[Insert Amount]

Dear [Debtor Name],

This letter serves as formal notice that the overdraft debt associated with the above-referenced account has been assigned and transferred from **[Original Bank Name]** to **[New Creditor/Collection Agency Name]**, effective as of **[Effective Date]**.

As a result of this assignment, **[New Creditor Name]** is now the legal owner of this debt. All future payments, inquiries, and correspondence regarding this balance must be directed to them at the address provided below:

**[New Creditor Name]**

**Address:** [New Creditor Address]

**Phone:** [New Creditor Phone Number]

**Website:** [New Creditor Website]

Please note that this assignment does not change the terms or the amount of the debt owed. If you have already made a payment to [Original Bank Name] recently, please provide proof of payment to the new creditor listed above to ensure your account is updated.

If you wish to dispute the validity of this debt or any portion thereof, you must notify the new creditor in writing within thirty (30) days of receiving this notice.

Sincerely,

[Authorized Signature]

[Printed Name/Title]

[Original Bank Name]