

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

[Date]

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

Re: Account Number [Insert Account Number]

To Whom It May Concern,

I am writing this letter in response to your notice regarding a debt for a final telecommunications account from [Original Service Provider Name].

This is a formal request for validation of the debt. Under the Fair Debt Collection Practices Act (FDCPA), I am requesting that you provide the following information:

- Proof that I have a legal obligation to pay you.
- A copy of the final billing statement from the original telecommunications provider.
- A detailed breakdown of all charges, including any early termination fees, equipment return fees, or late penalties.
- Evidence of the date of the last payment made on this account.
- Proof that you are licensed to collect debts in my state.

Please note that I am disputing this debt until you provide sufficient evidence of its validity. If you fail to provide this documentation within 30 days, I expect all collection activity to cease and for this account to be removed from any credit reporting agencies you have notified.

Be advised that I do not wish to be contacted by telephone. All future communications regarding this matter must be sent to me in writing at the address listed above.

Sincerely,

[Your Signature]
[Your Printed Name]