

[Your Name/Executor Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Date]

[Name of Debt Collection Agency]

[Name of Contact Person, if known]

[Address]

[City, State, Zip Code]

RE: Account Number: [Account Number]

Name of Deceased: [Deceased's Full Name]

Dear [Contact Person or Collections Department],

I am writing to formally acknowledge receipt of your communication dated [Date of their letter] regarding an alleged debt owed by the late [Deceased's Full Name].

Please be advised that [Deceased's Full Name] passed away on [Date of Death]. I am the [Executor/Administrator/Authorized Representative] of the estate.

Pursuant to the Fair Debt Collection Practices Act (FDCPA), 15 U.S.C. § 1692c, this letter serves as a formal notice to **CEASE AND DESIST** all further communication with me, the estate, or any family members regarding this account. Do not contact me by telephone, mail, or any other means.

The estate is currently being settled. If you wish to file a formal claim against the estate, you must do so in writing to the following address: [Mailing Address for Estate Claims]. Please note that any further contact outside of a formal legal claim will be considered harassment and a violation of federal law.

Thank you for your cooperation in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Title: e.g., Executor of the Estate of Deceased Name]