

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

[Debt Collector Name]  
[Debt Collector Address]  
[City, State, Zip Code]

**RE: Account Number [Account Number]**

Dear [Debt Collector Name],

I am writing to formally request that you immediately cease and desist from contacting any third parties regarding the above-referenced account, as mandated by the Fair Debt Collection Practices Act (FDCPA), 15 U.S.C. § 1692c(b).

This includes, but is not limited to, contacting my employer, relatives, neighbors, or friends. You have already established contact with me directly and possess my current contact information; therefore, any further communication with third parties is unnecessary and prohibited by law.

Please confirm in writing that you have received this notice and that you will comply with this request. Be advised that I am keeping records of all communications, and any future contact with third parties will be documented as a violation of federal law and reported to the Consumer Financial Protection Bureau (CFPB) and the Office of the Attorney General.

Thank you for your immediate cooperation.

Sincerely,

[Your Signature]

[Your Printed Name]