

URGENT NOTICE: INTENT TO LEVY ASSETS

Date: [Insert Date]

To: [Debtor Name]
[Address Line 1]
[Address Line 2]

Re: Notice of Possible Bank Levy and Asset Seizure Actions

Account/Reference Number: [Insert Number]

Total Amount Due: \$[Insert Amount]

Dear [Debtor Name],

This is a formal notice regarding your unpaid debt to [Creditor Name]. Our records indicate that your account is seriously delinquent despite previous attempts to resolve this matter.

Please be advised that if the full balance is not paid or a formal payment arrangement is not established by [Deadline Date], we intend to initiate legal actions to collect the debt. These actions may include, but are not limited to:

- **Bank Levy:** Direct seizure of funds currently held in your checking, savings, or investment accounts.
- **Asset Seizure:** The legal seizure and sale of personal or real property to satisfy the debt.
- **Wage Garnishment:** Legal orders directed to your employer to withhold a portion of your earnings.

To prevent these actions, you must contact our office immediately at [Phone Number] or send the full payment to the address listed below:

[Payment Mailing Address]
[City, State, Zip Code]

If you have already made this payment or have filed for bankruptcy protection, please provide our office with the payment details or bankruptcy case number immediately to halt further collection activities.

Sincerely,

[Sender Name/Department]
[Company Name]
[Contact Information]