

[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 [Insert Account Number]

Dear [Name of Debt Collector or Agency Name],

I am writing this letter to formally request that you cease all communication with me regarding the above-referenced account, as well as any other alleged debts you are attempting to collect.

Under the Fair Debt Collection Practices Act (FDCPA), 15 U.S.C. § 1692c(c), you are required to stop contacting me after receiving this written notice. This includes communication via telephone, mail, email, or third-party contact.

You may only contact me to confirm that your collection efforts are being terminated or to notify me that you or the creditor intend to take a specific legal action.

Be advised that I am keeping records of all correspondence and will report any further contact attempts to the Consumer Financial Protection Bureau (CFPB) and my State Attorney General's office.

Sincerely,

[Your Signature]

[Your Printed Name]