

[Current Date]

[Debtor Name]

[Debtor Address]

[City, State, Zip Code]

Re: Notice of Account Closure - Bankruptcy Discharge

Account Number: [Your Account Number]

Case Number: [Bankruptcy Case Number]

Dear [Customer Service Department / Name of Creditor],

I am writing to formally notify you that the debt associated with the above-referenced account was discharged in my Chapter [7/13] bankruptcy filing on [Date of Discharge].

A copy of the Discharge Order issued by the United States Bankruptcy Court for the [District Name] is attached for your records. Pursuant to 11 U.S.C. § 524, the discharge injunction prohibits any further attempt to collect this debt as a personal liability of the debtor.

Please update your records to reflect that this account is "Closed" with a "Zero Balance" due to bankruptcy discharge. Additionally, ensure that any reporting to credit bureaus accurately reflects this status.

Please cease all collection activities, including phone calls, letters, and automated billing, immediately. Kindly provide written confirmation that this account has been administratively closed and that the balance has been cleared.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

Enclosure: Order of Discharge