

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

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

Re: Account Number [Your Account Number]

Dear [Name of Debt Collector or Agency],

I am writing this letter to formally request that you immediately cease and desist from contacting any third parties regarding the above-referenced account, including but not limited to my family members, friends, neighbors, or employer.

Under the Fair Debt Collection Practices Act (FDCPA), 15 U.S.C. § 1692c(b), you are prohibited from communicating with any person other than myself, my attorney, or a consumer reporting agency regarding the collection of this debt without my prior consent or a court order.

Please be advised that I am aware of my rights under the FDCPA. Further contact with third parties will be documented and may result in legal action against your agency. If you need to contact me regarding this matter, you must do so in writing at the address provided above.

Thank you for your immediate cooperation.

Sincerely,

[Your Signature]

[Your Printed Name]