

SENT VIA CERTIFIED MAIL

Date: [Insert Date]

Re: NOTICE OF IMMINENT BANK LEVY

Case Name: [Insert Case Name]

Case Number: [Insert Court Case Number]

Amount Due: \$[Insert Total Balance Due]

To [Insert Debtor Name],

This law firm represents [Insert Client/Creditor Name] regarding the unsatisfied judgment entered against you on [Insert Date of Judgment].

To date, our records indicate that the total balance of \$[Insert Amount] remains unpaid. Please be advised that we are now initiating the process to levy your bank accounts. This action will result in your financial institution freezing funds up to the full amount of the debt, plus accrued interest and legal costs.

You may avoid the immediate seizure of funds by taking one of the following actions within [Insert Number] days of the date of this letter:

- Paying the full balance via certified check or wire transfer.
- Contacting our office to establish a formal, signed settlement agreement.

If we do not receive payment or a response by [Insert Deadline Date], we will proceed with the levy without further notice to you. Once the levy is served, your access to your funds will be restricted by your bank according to state law.

Please contact our collections department at [Insert Phone Number] to resolve this matter immediately.

Sincerely,

[Insert Attorney Name]

[Insert Law Firm Name]

[Insert Address]

[Insert Email/Website]

This is a communication from a debt collector. This is an attempt to collect a debt and any information obtained will be used for that purpose.