

URGENT NOTICE: INTENT TO GARNISH AND EXECUTE BANK LEVY

Date: [Date]

To:

[Debtor Name]

[Debtor Address]

[City, State, Zip Code]

RE: Notice of Intent to Garnish and Execute Bank Levy

Account Number/Case Number: [Reference Number]

Total Amount Due: \$[Amount]

Dear [Debtor Name],

This letter serves as formal notice that despite previous requests for payment, your account remains delinquent. As a result, we intend to initiate legal action to satisfy this debt through the garnishment of your wages and/or the execution of a bank levy against your financial accounts.

If full payment is not received or a formal payment arrangement is not established within [Number] days of the date of this letter, we will proceed with the following:

- **Wage Garnishment:** Direct notification to your employer to withhold a portion of your earnings as permitted by law.
- **Bank Levy:** Issuance of a legal order to your financial institution to freeze and seize available funds in your checking, savings, or investment accounts.

To prevent these actions, you must take immediate steps to resolve this balance. Please contact our office at [Phone Number] or remit payment to the address listed below.

Remit Payment To:

[Creditor Name]

[Payment Address]

[City, State, Zip Code]

If you have already made this payment or have filed for bankruptcy protection, please notify us immediately and provide the relevant documentation.

Sincerely,

[Your Name/Authorized Signature]

[Your Title]

[Company Name]