

Date: [Current Date]

To: [Debtor Name]

Address: [Debtor Address]

City, State, Zip: [Debtor City, State, Zip]

RE: NOTICE OF INTENT TO EXECUTE BANK LEVY

Judgment Creditor: [Your Name or Company Name]

Court Case Number: [Case Number]

Judgment Date: [Date Judgment was Entered]

Outstanding Balance: \$[Total Amount Due including Interest/Costs]

Dear [Debtor Name],

As of the date of this letter, the judgment entered against you in the above-referenced case remains unpaid. Despite previous requests for payment, the outstanding balance of \$[Amount] has not been satisfied.

Please be advised that I intend to proceed with a **Bank Levy** to satisfy this debt. This process involves the following:

- A Writ of Execution will be issued by the court.
- A Sheriff or Process Server will serve your banking institution with a notice to freeze all funds in your accounts.
- The bank will be legally required to transfer the funds to the levying officer to pay the judgment.

This action will result in the immediate loss of access to your funds and may result in additional bank fees, court costs, and interest being added to your debt.

To prevent the execution of this bank levy, you must provide full payment or contact me to establish a formal payment plan no later than [Deadline Date, e.g., 5 days from today].

Payments should be made payable to [Name] and sent to:

[Your Payment Address]

[City, State, Zip]

If payment is not received by the deadline, I will initiate the levy process without further notice.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]