

[Date]

[Attorney Name]  
[Law Firm Name]  
[Address Line 1]  
[Address Line 2]  
[City, State, Zip]

**RE: Referral for Post-Judgment Collection**

**Judgment Creditor:** [Client Name]  
**Judgment Debtor:** [Debtor Name]  
**Case Number:** [Court Case Number]  
**Jurisdiction:** [Court Name/County/State]  
**Total Judgment Amount:** \$[Amount]  
**Date of Entry:** [Date]

Dear [Attorney Name],

Our office represents [Client Name] regarding the above-referenced matter. We are formally referring this file to your firm to initiate post-judgment collection proceedings against the debtor.

Enclosed please find the following documents for your review:

- Certified Copy of the Final Judgment
- Abstract of Judgment (if recorded)
- Current Statement of Account including accrued interest
- Last known contact information and asset details for the debtor

We request that you proceed with all available legal remedies to satisfy this judgment, including but not limited to:

- Wage garnishments
- Bank account levies
- Judgment debtor exams
- Placement of liens on real or personal property

Please confirm your receipt of this referral and provide us with your standard retainer agreement or fee schedule for post-judgment services. We look forward to working with you.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company/Firm Name]

[Phone Number]  
[Email Address]