

[Date]

[Attorney Name]

[Law Firm Name]

[Address Line 1]

[City, State, Zip Code]

RE: Referral for Post-Judgment Collection Services

Judgment Creditor: [Your Company Name]

Judgment Debtor: [Debtor Name / Entity]

Case Number: [Court Case Number]

Judgment Amount: \$[Total Amount Due]

Dear [Attorney Last Name],

We are formally referring the above-referenced matter to your firm for post-judgment collection and enforcement. On [Date Judgment Entered], a final judgment was entered in the [Name of Court] against [Debtor Name] in the principal amount of \$[Principal Amount], plus interest and costs.

To date, the judgment remains [unpaid / partially paid in the amount of \$_____]. We request that you take all necessary legal steps to satisfy this debt, including but not limited to:

- Conducting asset searches and debtor examinations;
- Filing judgment liens on real and personal property;
- Initiating bank account garnishments and wage attachments;
- Executing writs of execution and levies.

Attached please find the following documentation for your file:

- Certified Copy of the Final Judgment;
- Abstract of Judgment (if recorded);
- Credit application and original underlying contract;
- Contact information and known asset leads for the Debtor.

Please confirm receipt of this referral and provide us with your standard retainer agreement or fee schedule for post-judgment representation. We look forward to your update regarding the initial strategy for recovery.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Phone Number]

[Email Address]