

**DATE:** [Date]

**TO:**

[Law Firm Name]

[Attorney Name]

[Address]

[City, State, Zip Code]

**RE: REFERRAL FOR POST-JUDGMENT COLLECTION**

**Debtor Name:** [Debtor Name]

**Case Number:** [Court Case Number]

**Judgment Date:** [Date Judgment was Entered]

**Original Judgment Amount:** \$[Amount]

**Current Balance Due:** \$[Amount]

Dear [Attorney Last Name],

We are formally referring the above-referenced matter to your firm for post-judgment collection proceedings. A final judgment was entered against the Debtor in the [Name of Court] on [Date].

Attached please find the following documentation:

- Certified Copy of the Final Judgment
- Credit Application/Original Contract
- Statement of Account/Payment History
- Known Asset Information (Employer, Bank Accounts, Real Property)
- Debtor's Last Known Contact Information

We authorize your firm to pursue all available legal remedies to satisfy this judgment, including but not limited to:

- Writs of Garnishment (Wages and Bank Accounts)
- Writs of Execution/Levy on Personal Property
- Judgment Liens on Real Property
- Judgment Debtor Exams/Depositions in Aid of Execution

Please acknowledge receipt of this file and provide us with your internal reference number. We look forward to receiving your initial status report regarding the feasibility of collection.

Sincerely,

[Your Name/Signature]

[Your Title]

[Company Name]

[Phone Number]  
[Email Address]