

[Date]

[Attorney Name]

[Law Firm Name]

[Address Line 1]

[City, State, Zip Code]

RE: Referral for Post-Judgment Collection Services

Judgment Creditor: [Your Company/Client Name]

Judgment Debtor: [Debtor Name]

Case Number: [Case Number]

Total Judgment Amount: \$[Amount]

Dear [Attorney Name],

We are formally referring the above-referenced matter to your firm for post-judgment asset recovery and collection proceedings. A final judgment was entered against [Debtor Name] on [Date] in the [Court Name]. To date, the judgment remains [unsatisfied/partially satisfied] in the amount of \$[Remaining Balance].

Enclosed please find the following documentation for your review:

- Certified Copy of the Final Judgment
- Abstract of Judgment (if filed)
- Credit applications and known debtor contact information
- List of identified assets (bank accounts, real property, or employment details)
- Record of previous collection attempts

We authorize your firm to initiate all necessary legal actions to satisfy this debt, including but not limited to: judgment debtor exams, bank levies, wage garnishments, and the placement of liens on real property.

Please provide us with your standard retainer agreement and a fee schedule for these services. We look forward to your acknowledgment of this referral and your initial assessment of the recovery potential.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Phone Number]

[Email Address]