

NOTICE OF ABSOLUTE ASSIGNMENT OF CLAIM

Date: [Insert Date]

To: [Name of Debtor/Obligor]

Address: [Insert Address]

City, State, Zip: [Insert City, State, Zip]

RE: Notice of Assignment of Debt/Claim

Dear [Name of Contact Person or Debtor],

PLEASE TAKE NOTICE that for valuable consideration, **[Name of Original Creditor/Assignor]** ("Assignor") has absolutely and irrevocably assigned, transferred, and set over to **[Name of New Creditor/Assignee]** ("Assignee") all of its rights, title, and interest in and to the following claim/debt:

- **Account/Reference Number:** [Insert Number]
- **Original Amount:** [Insert Amount]
- **Date of Origin:** [Insert Date of Contract/Invoice]

By virtue of this assignment, [Name of New Creditor/Assignee] is now the sole legal owner of the aforementioned claim. Consequently, all future payments, notices, and communications regarding this matter must be directed to the Assignee at the following address:

[Name of New Creditor/Assignee]

Address: [Insert Address]

City, State, Zip: [Insert City, State, Zip]

Phone: [Insert Phone Number]

Please acknowledge receipt of this notice and ensure that all outstanding and future balances related to this claim are paid directly to [Name of New Creditor/Assignee]. Any payment made to the Assignor after the date of this notice will not discharge your obligations regarding this debt.

Sincerely,

[Signature of Authorized Representative of Assignor]

[Printed Name and Title of Assignor]

[Signature of Authorized Representative of Assignee]

[Printed Name and Title of Assignee]