



Final Notice Form

Please read the disclaimer below before using this form.....

You may use this form as an effort to collect on a past due account. This form provides final notice that a creditor will be taking action against a debtor to enforce the collection of an unpaid debt. This notice gives the debtor party a final opportunity to resolve the debt. This document should be used by small businesses or other entities that want to retain the services of a collection agency on an unpaid debt after unsuccessful collection attempts.

Disclaimer: All information and forms are provided "as is" without any warranty of any kind; express, implied or otherwise including as to their legal effect and completeness. They are for general guidance only.

FINAL NOTICE!
(on your past due account)

DATE: _____
FROM: _____
ATTN: _____
COMPANY: _____
ADDRESS: _____
CITY, ST, ZIP: _____

Re: Outstanding Balance on Account No: _____ AMOUNT PAST DUE: _____

We confirm that we have attempted to contact you on numerous occasions to resolve the balance due and owing but were unsuccessful in our attempts.

Due to our attempts being unsuccessful to collect payment of your overdue account, we have no choice but to forward this account to Professional Collection Service in Kearney NE.

If your payment is not received in our office by _____, we have authorized Professional Collection Service to begin immediate collection efforts to collect this account.

We cannot delay on this account any longer.

IMMEDIATELY FORWARD YOUR PAYMENT TO:

**THIS IS YOUR FINAL
NOTICE FOR PAYMENT!**

If your payment is not received by the date listed above,
this account will be forwarded to:

**Professional Collection Service
2121 Avenue B, PO Box 129
Kearney, NE 68848
308-237-2161
www.procosvc.com**

Signed: _____

This is an attempt to collect a debt.
Any information obtained will be used for that purpose.