

Download Collection Letter Examples

In this blog series we'll walk through the various stages of the collection process and provide a sample collection letter for each step. First Collection Letter- Past Due Notification. Remember- this is not your first attempt to contact the customer about the invoice in question. Sample collection letters with must-know tips, easy steps, sample phrases and sentences. Write your collection letter today. An Example of When to Use a Collection Letter. "Send earlier rather than later," the expert had commanded. Frank took his pile of past due invoices and started inputting customer information into the collection letter templates. As Frank worked his way through the pile, his confidence grew with the thought of getting paid this money that was owed to him. Collection Letters are never fun to write or send. We make it easier for you with this series of sample collection letter templates.. Collection letters are a necessity of most businesses. We have a sample of five collection letters which start with a friendly reminder collection letter and finishing with the account going to collections letter., Collection Letter Examples.

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