

GENERAL AUTHORIZATION FORM
& PPL MEMBER AFFIDAVIT FOR
REQUESTED COLLECTION / DEMAND LETTER(S)

TO: De Beaubien Knight Simmons Mantzaris & Neal
P. O. Box 87
Orlando, FL 32802

FAX #: 407-420-2092

FROM: _____ **MEMBERSHIP #** _____
(full name of PPL member) **INTAKE #** _____

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PLEASE PREPARE and mail a debt collection letter on my behalf to the following named individual or business (*circle one*), based upon the information provided below:

- 1) **Full Name** of Debtor: _____
- 2) (*If debtor is a business*) **Full Name** of the Debtor's Owner or Representative, and applicable **title** (i.e., sole proprietor, president, treasurer, agent, associate):

(Letter will **not** be set without the full name/title of owner or representative)

3) Debtor's Address: _____
City/State/Zip: _____

4) Total Amount of Debt: \$ _____

5) The total amount of this debt as specified in #4 above is comprised of the following sums (i.e., principal, interest, costs, returned-check fees):

(All figures must precisely total the amount shown in # 4, above)

6) _____ (*Check if applicable*). I wish for this debt collection letter to be mailed **via certified mail** in order to confirm receipt, and I have enclosed a check or money order in the amount of **\$8.00** for the cost of same.

(**NOTE: If your debt/claim is based on a writing of any kind (i.e., an agreement, contract, invoice, receipt, note, check, or other), then you **must** include also a complete legible copy of such writing(s). Include also a complete legible copy of any other documents that lend support to your claim, including any prior written demand(s). **DO NOT SEND ORIGINALS.**)

I CERTIFY THAT I, _____ (*Name of Member*) have previously made formal written demand(s) for payment upon the above-named debtor, a copy(ies) of which is/are enclosed herewith, and that such demand(s) was/were unsuccessful; that I am providing a legible copy of all documents which support this claim; that this account receivable has not been assigned or sold to any third party and; that I have not received any written notice from the debtor or his/her/its attorney advising me or my business that said debtor has filed for bankruptcy protection. Further, I hereby acknowledge that all of the information provided herein may be provided to the debtor upon request if said debtor disputes this debt.

Signature of PPL Member or Authorized Representative

Date