

Client's Name

Client's Address 1

Client's Address 2

(Name of Collection Agency)

(Address)

To Whom it May Concern:

This notice is to serve as an official **cease and desist** in accordance with the *The Collections Act* of Newfoundland and the Consumer Affairs Division of the government of Newfoundland Labrador. Furthermore this letter is to serve to only communicate to myself in writing through regular or registered mail.

Sincerely,

Client's Name