

LAW OFFICE OF GORDON E. FEENER, ESQ.

15 COURT SQ. BOSTON, MA 02108

PHONE: 617-742-7770 FAX: 617-742-7773

DEBT COLLECTION QUESTIONNAIRE//ASSIGNMENT FORM

Directions:

- 1- Complete all three sections on this form
- 2- Attach a copy of all invoices, contracts, and balances you sent to the debtor.
- 3- Attach copies of any correspondence from the debtors regarding the debts.
- 4- Fax all information our office (617-742-7773).

Note: If you have any questions regarding this document, please call.

SECTION 1: CONTACT INFORMATION

Your Name: _____

Your Business: _____

Street Address

City

State

Zip

Telephone: (_____) _____

E-mail: _____

SECTION 2: YOUR WRITTEN AGREEMENT

Were there any written agreements between you and the debtors stating that goods and/or services were to be provided?

Yes No

If yes, please fax a copy of the document to 617-742-7773.

If no written agreement, please provide the following information:

Date of Agreement: / /

Name of person you made agreement with: _____

Services/goods you provided: _____

Amount you were to be paid: _____

