

CBM Services, Inc.

PO Box 551 Midland, Michigan 48640 – (989) 631-0104 – 1-800-968-2733 – Fax(989) 631-0705

Type of accounts submitted below: Precollect Standard/Bad Debt

Client ID# _____ Client Name _____ Phone _____

Client's Full Address _____

Authorized By _____ Title _____ Date _____

Please call me to discuss our collection problems

Account # _____	Date of Service _____
Beginning Balance from the DOS \$ _____ + Interest \$ _____ + Fees/Penalties _____ = Total _____	
LESS Payments/Adjustments \$- _____ Write Off Amount \$ _____	
Last Payment Date _____	
Full Name _____	Soc Sec # _____ Date of Birth _____
Complete Address (including ZIP CODE) _____	
Phone _____	Work Phone _____ Employer _____
Spouse Name _____	Soc Sec # _____ Date of Birth _____
Spouse Phone _____	Work Phone _____ Employer _____
Responsible Party	
(if debtor is under 18) _____ Soc Sec # _____ Date of Birth _____	
Has debtor's mail been returned to sender? Yes No	
Additional Information _____	

Account # _____	Date of Service _____
Beginning Balance from the DOS \$ _____ + Interest \$ _____ + Fees/Penalties _____ = Total _____	
LESS Payments/Adjustments \$- _____ Write Off Amount \$ _____	
Last Payment Date _____	
Full Name _____	Soc Sec # _____ Date of Birth _____
Complete Address (including ZIP CODE) _____	
Phone _____	Work Phone _____ Employer _____
Spouse Name _____	Soc Sec # _____ Date of Birth _____
Spouse Phone _____	Work Phone _____ Employer _____
Responsible Party	
(if debtor is under 18) _____ Soc Sec # _____ Date of Birth _____	

- There are statutory limits on the length of time you may report this debt to a credit bureau.
- The creditor further agrees to inform the undersigned collection agency upon its receipt of any information which would render the account information contained herein more complete, accurate or obsolete. This includes, but is not limited to, notice of a consumer's bankruptcy filing.
- Collection agencies are prohibited by law from pursuing collection of late fees, interest, etc. without a copy of a signed contract between the debtor and the client agreeing to the same. **Please submit itemized statements if available.**
- **IMPORTANT NOTICE:** To ensure proper credit reporting, information is provided to the National Credit Reporting Agencies by CBM. It is imperative that the creditor report direct payments to CBM upon receipt. This may be done by telephone, fax or mail at the convenience of the client.

CBM
Services, Inc.

Has debtor's mail been returned to sender? Yes No

Additional Information

- There are statutory limits on the length of time you may report this debt to a credit bureau.
- The creditor further agrees to inform the undersigned collection agency upon its receipt of any information which would render the account information contained herein more complete, accurate or obsolete. This includes, but is not limited to, notice of a consumer's bankruptcy filing.
- Collection agencies are prohibited by law from pursuing collection of late fees, interest, etc. without a copy of a signed contract between the debtor and the client agreeing to the same. ***Please submit itemized statements if available.***
- **IMPORTANT NOTICE:** To ensure proper credit reporting, information is provided to the National Credit Reporting Agencies by CBM. It is imperative that the creditor report direct payments to CBM upon receipt. This may be done by telephone, fax or mail at the convenience of the client.