David Collins

Tax Defense Network Affiliated Partner

**DAY & DATE**

**CLIENT NAME**

**CLIENT STREET**

**CLIENT CITY STATE ZIP**

Dear **CLIENT NAME**,

I have requested that you provide me with information numerous times. I cannot continue your case without this information. Furthermore, we cannot protect you from the IRS or STATE of STATE from levying your accounts, wages, or seizing your property.

My Manager has instructed me to provide this final warning. If we do not receive the requested information within 7 days, your case will be referred to our Expert Care Department and your Power of Attorney will be revoked to protect the Licensed Professionals currently attempting to work on your behalf.

I am reluctant to move your case out of our active inventory because I know how important this resolution is to you; however, your case is at an impasse with the IRS that cannot be resolved without the information.

As a reminder, I still need:

1. Item 1
2. Item 2
3. Item 3

Please send the information to me as soon as possible. As always, if you are having difficulty obtaining information or filling out paperwork, I will be more than happy to help.

Thank you for your time and attention.

Sincerely,

David Collins