

**LETTER OF COMPLAINT REGARDING A COLLECTION AGENCY
FEDERAL STUDENT LOAN**

Date

U.S. Department of Education
Deputy Director of Debt Collection Services
400 Maryland Avenue, SW
Washington, DC 20202

Certified Mail Return Receipt

Re: _____
Your Name, Address & Social Security Number

Dear Sir/Madam:
This is a complaint regarding _____
Name of the Person You Talked with at the Collection Agency

at the _____
Name and Address of the Collection Agency

On _____ I was contacted by [or] I contacted the above
Date
collection agency regarding my student loan _____.
Describe Student Loan

My complaint is:

Sincerely,

Your Signature