

## COLLECTION LETTERS

Collection letters are a tool the court uses to advise defendants that money is still due; and they are sent for a few different reasons:

- Advising defendant that monies had been intercepted from their state income taxes and applied to their account, and their current balance.
  
- On cases that have an active bench warrant.
  
- Cases in which they are discharged from probation and still have fines owing.
  
- On any case where fine / costs are preserved.

May 14, 2007

RE: State of Michigan v '

Dear Mr.

Please be advised that the court has applied the \$97.00 payment, which was received in from the State of Michigan income tax garnishment that was issued on February 26, 2007 with regard to the above referenced matter.

Pursuant to the above you now have a balance due of \$955.50. You should contact the court immediately to set up payment arrangements to resolve this matter to avoid further collections.

Please contact the court immediately at 989-731-0209.

Sincerely,

Tracey A. Cruz  
District Division Supervisor

Cc: Criminal Division

February 15, 2007

Re: State of Michigan v

Dear Ms.

Please be advised that upon review of the courts records it appears that you have an outstanding bench warrant for failure to appear and comply with the above referenced matter.

This bench warrant stems from a Retail Fraud charge, which you were sentenced on December 21, 2005, and ordered to pay fines and costs.

In an effort to clear up old cases the court is allowing defendant's to resolve these matters through the mail. Since your case qualifies you can resolve this outstanding matter by submitting your payment of \$625.00 to my attention at the address listed above. Upon payment in full the bench warrant will be recalled, and the case closed.

If you should have any questions regarding any of the above, please feel free to contact me directly at 989-731-0209. Please contact me immediately to resolve this outstanding matter.

Sincerely,

Tracey A. Cruz  
District Division Manager

Cc: Criminal Division

April 19, 2007

Re: State of Michigan v

Dear Mr.

Please be advised that after review of our records it appears that you still have an outstanding balance due of \$480.00 with regard to the above referenced matters.

You need to contact the court immediately to make payment arrangements prior to this matter being turned over to an outside collection company.

Please contact me immediately to make your payment arrangements at my direct line 989-731-0211.

Sincerely,

Carmen Parker  
Collections Officer

Xc: file