


Medical Collection Letter

Dear _____,

We hope this letter finds you in good health and spirits. At _____, we are committed to providing exceptional care to our patients. We appreciate the trust you have placed in us as your healthcare provider.

However, it has come to our attention that there is an outstanding balance on your account for services rendered. As of _____, the amount owed is _____.

We understand that managing healthcare expenses can be challenging, and we want to ensure that you have the necessary support to address any financial concerns. Our goal is to work collaboratively with you to resolve this matter promptly and amicably.


Please be advised that failure to settle your account may result in the following consequences: 

We kindly request that you review your account statement and settle the outstanding balance at your earliest convenience. If you have any questions or need assistance understanding your charges, please do not hesitate to contact us at _____ or email us at _____. We are here to help you navigate through the billing process and address any concerns you may have.

We value our relationship with you and remain committed to providing high-quality care for your healthcare needs. Your prompt attention to this matter is greatly appreciated.

Thank you for your cooperation and understanding.

Warm regards,



Note:

Users can use the space to create their own letter

Dear _____,