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AL BAHAR & ASSOCIATES
Advocates and Legal
consultants

DEBT COLLECTION FORM

Please fill out this form with as much detail as possible. Please include all correspondence and invoices etc with this form between you and your debtor in relation to this outstanding debt.

Please return this form with your supporting documentation to **AL Bahar & Associates, Advocates and legal consultants, Dubai UAE**

PART 1 - YOUR DETAILS

NAME (Please include your name, company name and if not a registered company your trading name)	
ADDRESS	
TELEPHONE NUMBER (S)	1. 2. 3.
FAX NUMBER	
EMAIL ADDRESS	

PLEASE GIVE A BRIEF EXPLANATION OF YOUR BUSINESS ACTIVITY	
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PART 2 – YOUR DEBTORS DETAILS

NAME (Please include the name, company name and if not a registered company the trading name)	
ADDRESS	
REGISTERED OFFICE (If different from above)	
TELEPHONE NUMBER (S)	1. 2. 3.
FAX NUMBER	
EMAIL ADDRESS	
OUTSTANDING DEBT	
DATE (S) WHEN DEBT WAS INCURRED	

PLEASE INCLUDE ALL INVOICES COPIES SENT TO YOUR DEBTOR AND REMINDER LETTERS ETC WHEN YOU ARE RETURNING THIS FORM.