

# Debt Collector Contact Log

Your Name: \_\_\_\_\_  
 Creditor's Name: \_\_\_\_\_ Account No.: \_\_\_\_\_  
 Collection Agency Name (if any): \_\_\_\_\_  
 Names of Individual Collectors Making Calls: \_\_\_\_\_

***In chronological order, earliest first, please list all contacts you have received from the debt collector(s). Include messages left on your answering machine or voice mail, letters and any contacts with persons other than you. Please type, if possible, or print, and leave space between entries. If you need extra space, make additional copies of the back of this page. Use a new form for each debt or collection agency.***

**Date** - When the phone call took place, the date on a letter, when the letter was received. If you do not know the date, you can approximate (please indicate this). Give the time of day for phone calls.  
**Individual Initiating Contact** - Who called or sent the letter?  
**Person Contacted** -Who received the phone call or letter?  
**What Happened** - Describe the event in detail. If the event is a phone call or conversation, include as much as you can remember of what was said. If the event was receipt of a letter, please include the date on the letter and a copy of the letter.

Date	Individual Initiating Contact	Person Contacted	Substance of Conversation / Letter Contents / Message <i>(use separate sheet for detailed notes)</i>

