



LAW OFFICES OF
Joseph A. Molinaro

In order to commence collection activities, the Law Offices of Joseph A. Molinaro request that you fax or send the following information along with a completed copy of our downloadable claim form:

1. Statement listing invoices and payments.
2. Breakdown of principal and interest owed.
3. Copy of any check that you receive from the debtor (your bank keeps copies of all checks that you deposit).
4. A signed credit application (if available).
5. A signed personal guaranty (if available).
6. A copy of any written contract (if available).
7. Any correspondence between you and the debtor about the debt.
8. An invoice or delivery slip containing you business terms.

Claim Form:

Full Legal Name: _____

Company: _____

Street Address: _____

City: _____

State: _____ *Zip Code:* _____

Home Phone: _____

Work Phone: _____ *Ext:* _____

Fax: _____

Email Address: _____

Please provide any additional important details or information: _____
