

COLLECTION REMOVAL LETTER

To: _____

Sender Information:

Full Name / Company Name: _____

Address: _____

Phone / Email: _____

Recipient Information:

Full Name / Company Name: _____

Address: _____

Phone / Email: _____

Subject:

Immediate Removal of Collection Items and Termination of Related Obligations

1. Collection Items and Location

The undersigned hereby demands the prompt removal of all collection items currently held at the location specified by the Recipient. This includes, but is not limited to, all goods, materials, inventory, equipment, and any other tangible property listed or referenced in prior communications or agreements.

2. Authority and Responsibility

The Recipient is authorized to take all necessary actions to facilitate the removal of the said collection items. The Recipient shall bear all costs, expenses, and risks associated with the removal process, including but not limited to transportation, handling, and storage fees.

3. Compliance with Laws

Both parties agree to comply fully with all applicable federal, state, and local laws, regulations, and ordinances governing the removal, transportation, and disposition of the collection items.

4. Termination of Obligations

Upon successful removal of the collection items, all obligations, liabilities, and responsibilities relating to the collection items, including but not limited to custody, care, insurance, and risk of loss, shall immediately terminate as between the parties.

5. Indemnification

The Recipient shall indemnify, defend, and hold harmless the Sender from any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or related to the removal, handling, or disposition of the collection items.

6. Dispute Resolution

Any dispute arising out of or related to this Letter shall be resolved exclusively under the laws of the State of _____ without regard to conflict of laws principles, and the parties consent to the exclusive jurisdiction and venue of the state and federal courts located in _____ County, _____.

7. Confidentiality

The terms and existence of this Letter, as well as any information exchanged in connection herewith, shall be treated as confidential and shall not be disclosed to any third party except as required by law or agreed by the parties in writing.

8. Entire Agreement

This Letter constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, and communications, whether written or oral.

9. Severability

If any provision of this Letter is determined to be invalid, illegal, or unenforceable, the remaining provisions shall remain in full force and effect and the invalid provision shall be replaced by a valid provision that most closely reflects the parties' original intent.

10. Execution and Counterparts

This Letter may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. Electronic or PDF signatures shall be deemed as valid and binding as original signatures.

SENDER'S SIGNATURE

RECIPIENT'S SIGNATURE

Signature: _____

Signature: _____

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