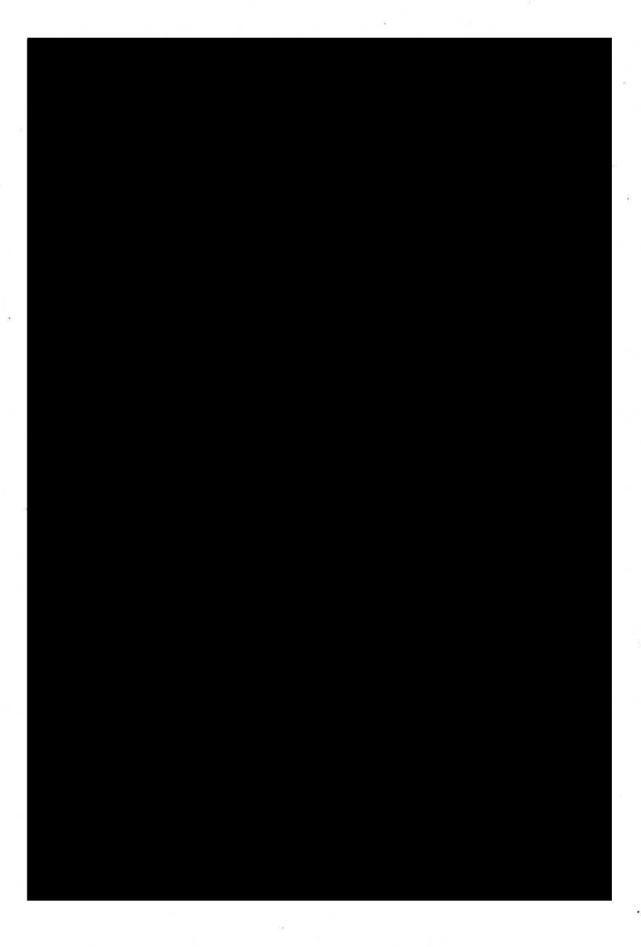
# INTRODUCTION



□ Use litigation when speaking to debtors.





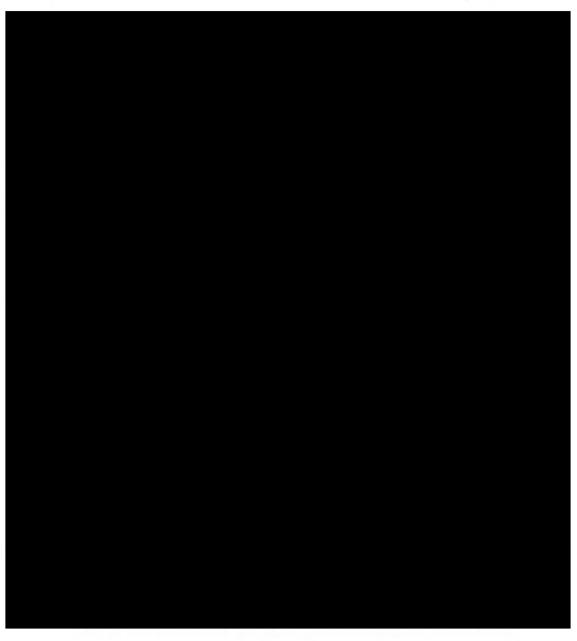


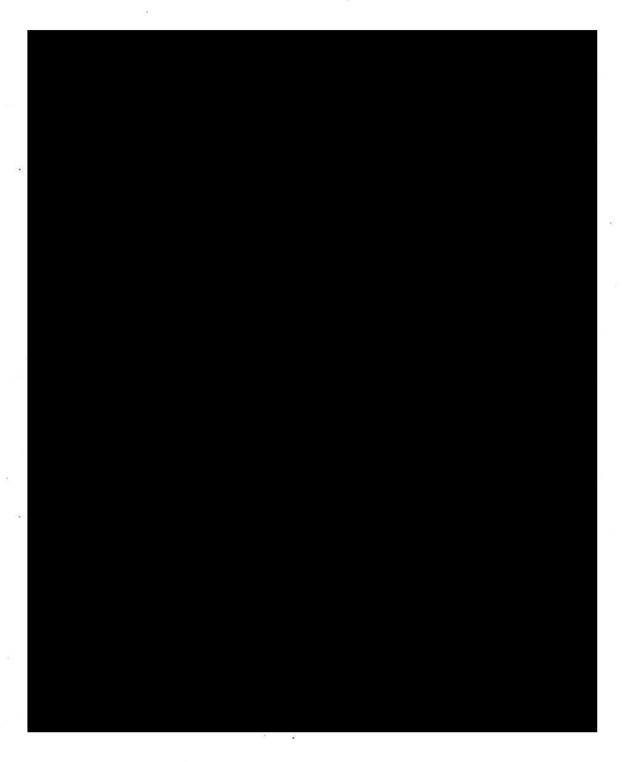
I am calling you today as a matter of courtesy regarding your outstanding account. I wish to give you the opportunity to resolve this matter before our solicitors proceed with litigation.

I wish to offer you the

opportunity to settle this account before legal proceedings commence against you.

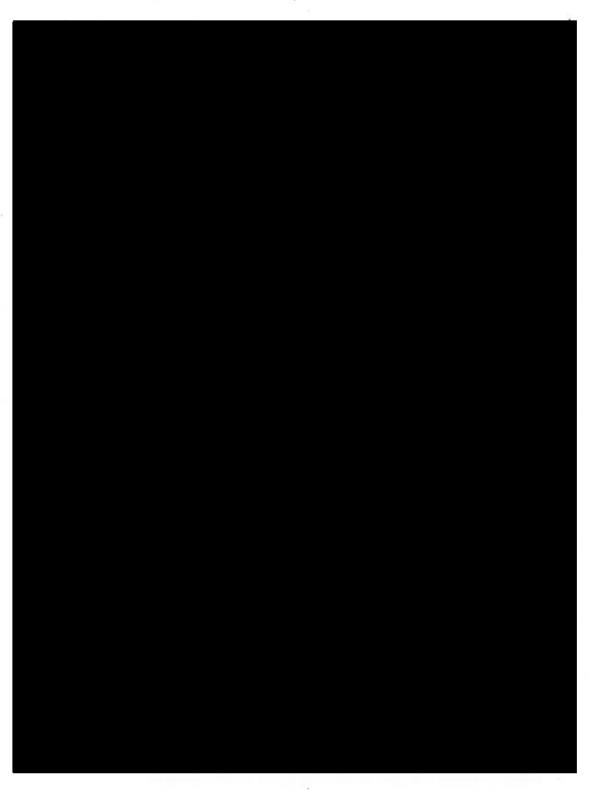


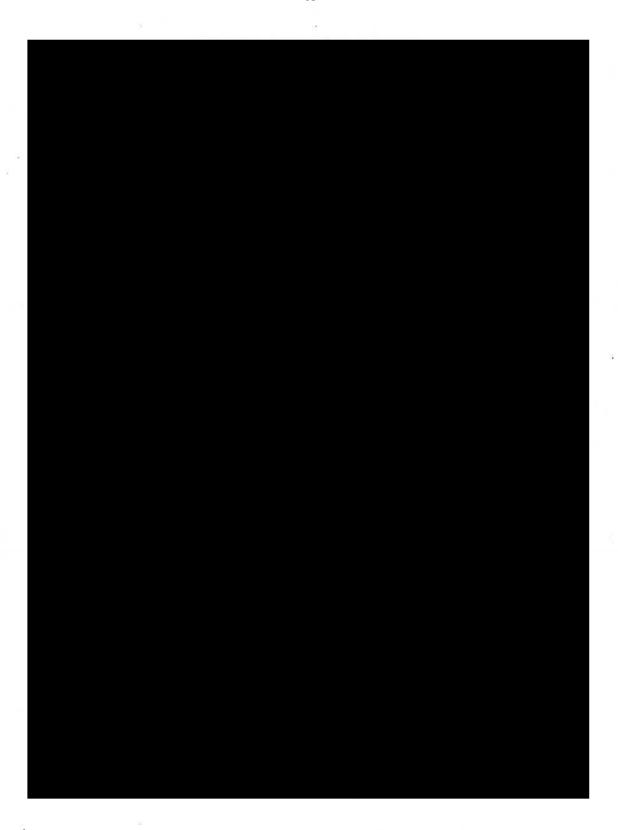




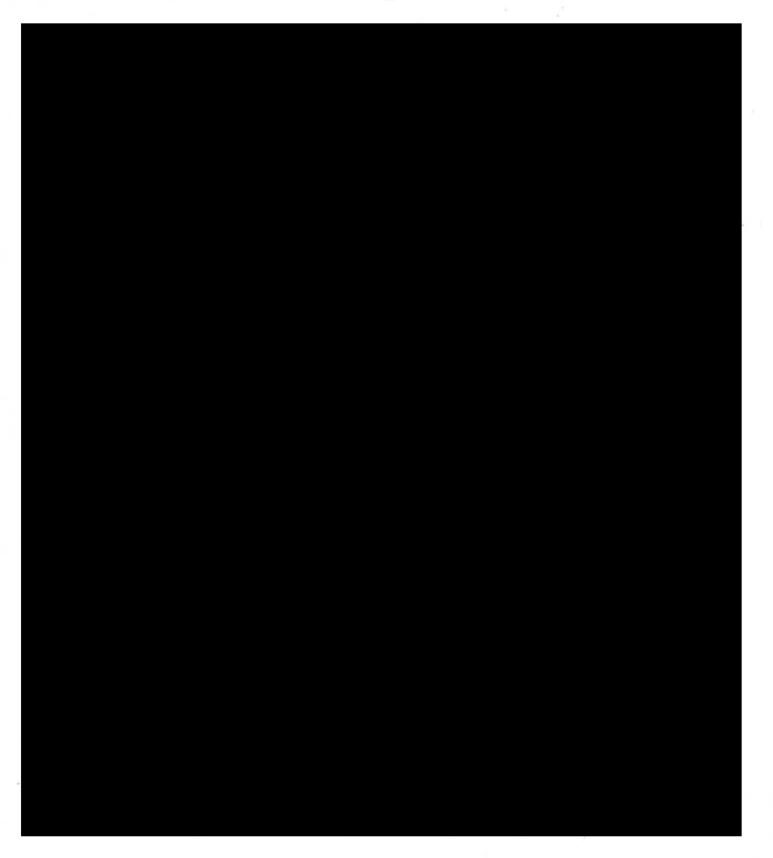


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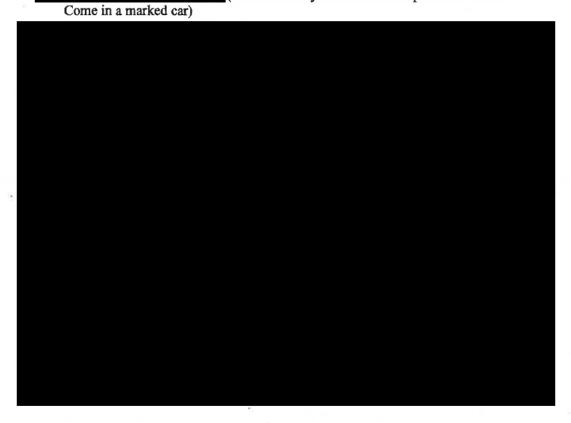






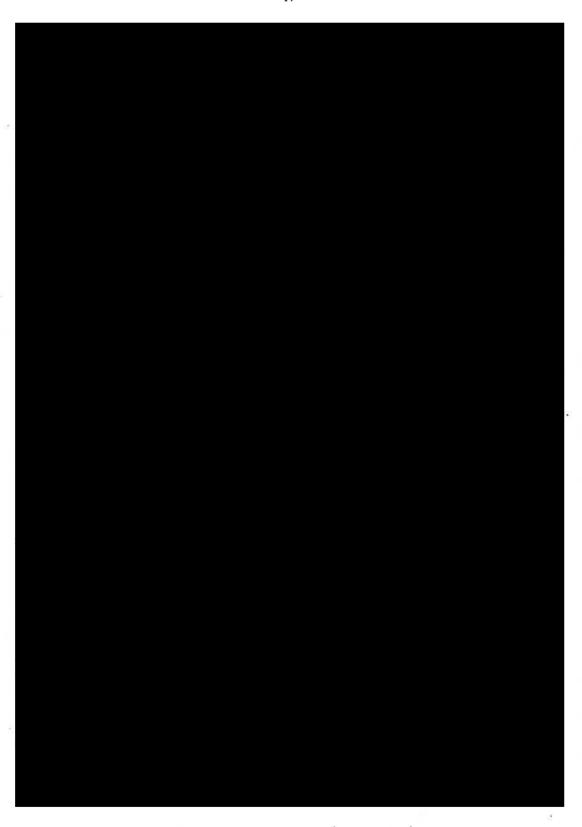


(Stress that they are dressed like police man and













Mr/Mrs/Ms. (Surname), the reason for my call to you today is a courtesy call due to the fact that I have received your physical file this morning from our solicitors. I have unfortunately been requested by our solicitors to put forward a final recommendation in reference to the outstanding amount of \$(Balance) and will need to finalise my recommendation by no later than (Note down the exact time on paper to refer back to in later part of conversation)... As I was looking through your file (give time) I have noticed here in your file is a Statement of Liquidated Claims which has been drawn and it is set for issuance at the local court in Sydney on (Give exact date) at (Give exact time). (Pause) Mr/Mrs/Ms. (Debtors Surname), Do you understand what a Statement of Liquidated claims is? (If the debtor answers YES, Ask the debtor to explain, so that you can confirm). (If the debtor answers NO, Explain by saying... it is a series of document basically called summons).





time. "The only way that I could even have a chance in recommending in your favour, is by receipt of physical evidence your effort prior to the submission of the file to the submission of the file to the solicitors. Therefore you will need

#### **IMPORTANT PHRASES**

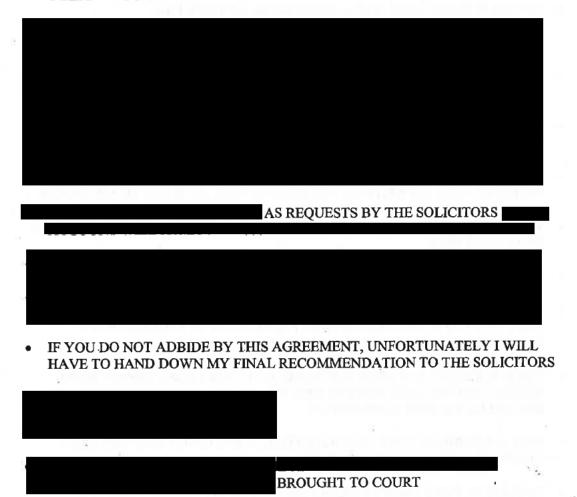
 I HAVE RECEIVED STRICT INSTRUCTIONS FROM MY SOLICITOR TO PROCEED WITH LITIGATION...



- I DON'T EVEN KNOW WHERE YOUR MATTER IS UP TO AS OUR SOLICITORS HAVE YOU FILE...
- I HAVE JUST COME OUT OF A MEETING WITH THE SOLICITOR WITH RESPECT TO 3 MATTERS UNFORTUNATELY 1 WAS YOURS...

## **CLOSING A CALL!**

 IF I DON'T RECEIVE THE RECEIPT BY (time) THE ACCOUNT WILL BE DEEMED AS NOT PAID



#### **NEW LINES**

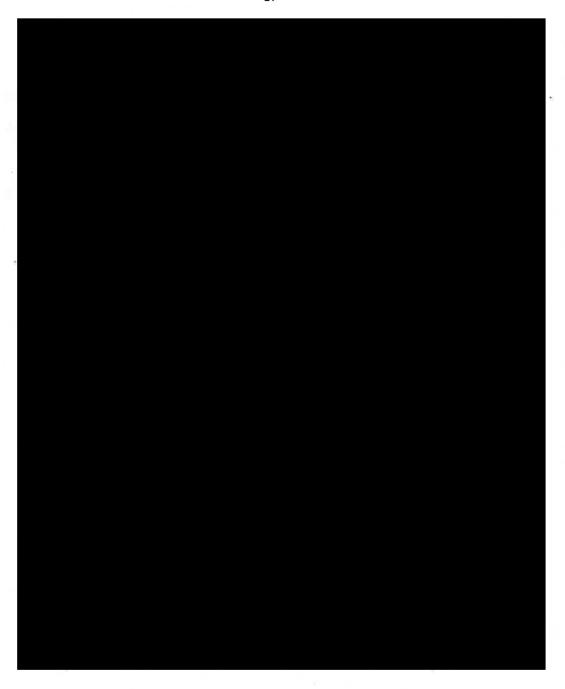
- I CAN ONLY HELP YOU IF YOU HELP YOURSELF.
- MY SOLICITORS HAVE HAD A GOOD LOOK AT YOUR FILE
  AND HE HAS ADVISED ME TO ASSIST YOU.

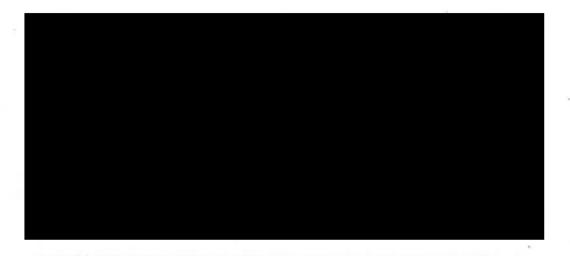


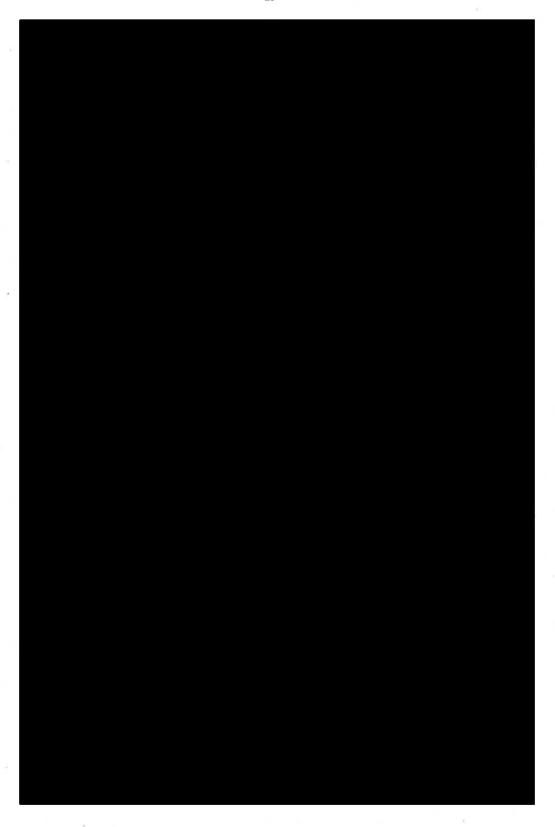
- BY TOMORROW 3.00PM THIS ACCOUNT WILL ACCUMULATE \$350.00 WORTH OF LEGALS FEES
- THIS IS YOUR LAST CHANCE BEFORE IT GOES TO COURT.
- YOU ACCOUNT HAS BEEN BROUGHT FROM THE SOLICITORS OFFICE AND THEY ARE EXPECTING A RESPONSE FROM ME AS TO PROCEED WITH LITIGATION AT 2.30PM THIS AFTERNOON.
- YOUR ACCOUNT HAS BEEN FORWARDED TO OUR LEGAL DEPARTMENT
- JUST A REMINDER THAT OUR SOLICITORS HAVE GIVEN YOU ONE LAST CHANCE TO SETTLE THIS ACCOUNT.















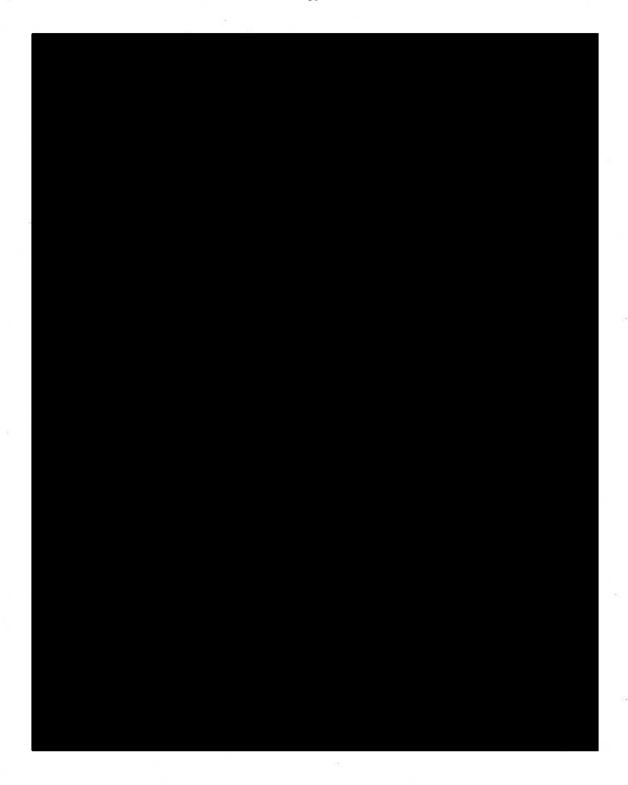


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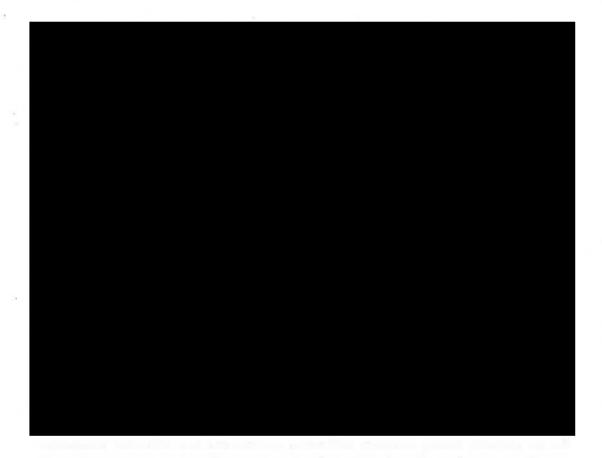


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Managing Director





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