



Straightforward Thinking.
1425 Spruce Street, Suite 100
Philadelphia, PA 19102-4503
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(866) 677-5970

NOTICE OF DEFAULT

Our records show that you are in default of the Owner Occupied Payment Agreement (“Agreement”) you entered into with our office for the repayment of certain City and School District of Philadelphia real estate taxes (“Real Estate Tax Liabilities”).

- **Your Agreement is Now Void.** The Agreement is no longer effective and you are not entitled to any additional payment plans. We may grant you an additional payment plan at our discretion. Penalties and interest tolled or waived during the term of your Agreement have been reinstated.
- **Litigation may be resumed or initiated against you or the property.** We may resume or start Litigation to collect the Real Estate Tax Liabilities due. An updated statement of the balance due is enclosed.

❖ LITIGATION MAY RESULT IN YOUR HOME EVENTUALLY BEING SOLD AT SHERIFF’S SALE

- **You have the right to appeal to the Philadelphia Law Department.** You may Appeal this default determination to the Philadelphia Law Department, Attn: James Zwolak, Esquire, Municipal Services Building, 1401 JFK Boulevard, 5th Floor, Philadelphia, PA 19102. The appeal must be filed in writing within thirty (30) days from the date of this letter.
- **There are Agencies Which May Be Able to Advise You.** To further assist you, we are enclosing a Philadelphia Taxpayer Assistance Brochure, which contains a list of housing counseling agencies and legal service agencies that may be able to advise you about your real estate taxes for free if you are eligible. The Brochure also includes other important information regarding your Real Estate Tax Liabilities and other options which may help – Read It Carefully.

Please contact us as soon as possible to address any questions you may have or to discuss your payment options. Customer service representatives are prepared to assist you at 1-866-677-5970 between the hours of 9:00 A.M. and 5:00 P.M. Monday through Friday. You may also visit our office located at 1425 Spruce Street, Suite 100 in Philadelphia between the hours of 9:00 A.M. and 5:00 P.M. Please have your OPA number or a copy of this letter available.

Sincerely,
GRB Law

Enclosures (Statement and Taxpayer Assistance Brochure)

**Please be advised that this notice is an attempt to collect a debt
and any information obtained may be used for that purpose.**

SAMPLE