
13. General Release

Used anytime that money is paid, a release should be given so that other claims don't surface.

GENERAL RELEASE

TO ALL TO WHOM THESE PRESENTS SHALL COME OR MAY CONCERN, KNOW THAT

XYZ Collections Inc. as RELEASOR, in consideration of the sum of One Thousand Dollars and No Cents (\$1,000.00), received from **John Debtor**, receipt whereof is hereby acknowledged, releases and discharges

John Debtor, as RELEASEE, RELEASEE'S heirs, executors, administrators, successors and assigns from all actions, causes of action, suits, debts, dues, sums of money, accounts, reckoning, bonds, bills, specialties, covenants, contracts, controversies, agreements, promises, variances, trespasses, damages, judgments, extents, executions, claims, and demands whatsoever, in law, admiralty or equity, which against the RELEASEE, the RELEASOR, RELEASOR'S heirs, executors, administrators, successors and assigns ever had, now have or hereafter can, shall or may, have for upon, or by reason of any matter, cause or thing whatsoever from the beginning of the world to the day of the date of this RELEASE.

Whenever the text hereof requires, the use of singular number shall include the appropriate plural number as the text of the within instrument may require.

This RELEASE may not be changed orally.

IN WITNESS WHEREOF, the RELEASOR has hereunto set RELEASOR'S hand and seal on the ___ day of _____, 20__.

XYZ Collections Inc.
By: John Doe, President

ACKNOWLEDGMENT BY A PERSON WITHIN NEW YORK STATE (RPL § 309-A)

STATE OF NEW YORK)
) ss.:
COUNTY OF KINGS)

On the __ day of _____ in the year 20__, before me, the undersigned, personally appeared John Doe, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

(signature and office of individual taking acknowledgment)

ACKNOWLEDGMENT BY A PERSON OUTSIDE NEW YORK STATE (RPL § 309-B)

STATE OF _____)
) ss.:
COUNTY OF _____)

On the __ day of _____ in the year _____ before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument, and that such individual(s) made such appearance before the undersigned in _____ (insert the city or other political subdivision and the state or country or other place the acknowledgment was taken).

(signature and office of individual taking acknowledgment)