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November 17, 2010

**Re: Kenneth W. McLeod, deceased**  
**Date of Death: 6/22/2010**  
**St. Johns County Probate File No.: CP10-375**

Dear Sir/Madam:

It appears from information obtained that you may be a creditor of the estate of Kenneth W. McLeod. Florida law requires that all potential creditors be notified of the decedent's death and the fact that there is a deadline presently pending for filing claims against the estate. The *deadline* for filing such claims in this estate is *December 29, 2010*. I enclose a copy of the Notice to Creditors published for this estate for your information.

In order to properly file your claim, a Statement of Claim form must be completed in full, signed by you, and filed *in duplicate* directly with the Clerk of the Circuit Court. If the amount owed to you is evidenced by a regular billing statement, a copy of that statement should be attached to the Statement of Claim. A blank Statement of Claim form is enclosed for your reference. The address for filing the claim with the Clerk of the Circuit Court is also included in the enclosed Notice to Creditors.

*Please do not mail the Claim to this office!* If you do so, it will not have been properly filed and we may not file the claim for you. Note that the Claim must be RECEIVED by the clerk before the deadline for it to be effective. Therefore, if you fail to file a proper and timely claim, your claim will be barred by law from being paid from the estate.

It is the duty of the Curator of this estate to examine each claim filed to determine whether it was validly owed by the decedent and that the amount claimed is correct. In that regard, it would be helpful if you would furnish directly to this office any documentation that will assist in that determination. Such documentation might include a copy of a ledger indicating all charges and payments on this account for the prior 12 months, together with whatever additional documentation exists that will clearly indicate your right to be paid the amount you claim. This may avoid the necessity of further contact to request this information after you file your claim and will expedite the processing of claims. *Please note, however, that furnishing this information does not relieve you of the legal requirement to file a proper and timely claim with the clerk.*

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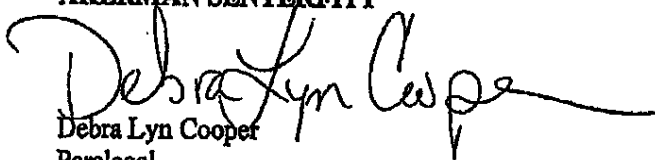
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If you have questions on how to complete or file the claim form, you should consult with your attorney. This office cannot furnish that advice.

Very truly yours,

AKERMAN SENTERFITT

  
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