

Debt Settlement Payment Plan Negotiation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I am writing to discuss my current financial situation regarding my debt account number [Insert Account Number]. Due to [briefly explain your situation, e.g., job loss, medical expenses], I am struggling to meet the current payment obligations.

I would like to propose a payment plan that would allow me to settle this debt. I am willing to make [insert proposed payment amount] monthly payments until the debt is settled. I believe this would be a mutually beneficial arrangement.

Please consider my request for a revised payment plan. I am eager to resolve this matter amicably and avoid any further complications.

Thank you for your understanding. I look forward to your prompt response.

Sincerely,

[Your Name]