

Follow-Up on Credit Card Debt Settlement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Credit Card Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous correspondence regarding the settlement of my credit card debt associated with account number [Insert Account Number].

As of today, it has been [Insert Time Frame] since our last communication. I would appreciate an update on the status of my settlement proposal and any additional actions needed from my side to expedite this process.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]