

# Payment Settlement Agreement

Date: \_\_\_\_\_

From:

[Creditor's Name] [Creditor's Address] [City, State, ZIP Code] [Email Address] [Phone Number]

To:

[Debtor's Name] [Debtor's Address] [City, State, ZIP Code] [Email Address] [Phone Number]

Subject: Payment Settlement Agreement

Dear [Debtor's Name],

This letter serves as a formal agreement regarding the settlement of the outstanding balance of [Amount Due] owed to [Creditor's Name] as of [Date].

We propose the following terms for repayment:

- Total Amount Due: [Amount Due]
- Settlement Amount: [Settlement Amount] (to be paid by [Settlement Date])
- Payment Plans: [Details of Payment Plans, if applicable]

By signing this agreement, you acknowledge that the above terms are acceptable and agree to make the payments accordingly.

Thank you for your attention to this matter. Please sign below to confirm your acceptance of this settlement agreement.

Sincerely,

[Creditor's Name] [Title/Position] [Company Name] [Company Address]

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Signature of Debtor: \_\_\_\_\_ Date: \_\_\_\_\_