

Payment Arrangement Confirmation

Dear [Recipient's Name],

We are writing to confirm the ongoing payment arrangement we have established regarding your account. Below are the details of this arrangement:

Payment Arrangement Details

- **Account Number:** [Account Number]
- **Total Amount Due:** \$[Total Amount]
- **Monthly Payment Amount:** \$[Monthly Payment]
- **Payment Due Date:** [Due Date]
- **Start Date:** [Start Date]
- **End Date:** [End Date]

Please ensure that payments are made on or before the due date to avoid any penalties or disruptions to your service.

If you have any questions or need further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company]