

Follow-Up Letter for Debt Settlement Negotiation

Date: [Insert Date]

[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number]

[Recipient's Name] [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 our recent discussion regarding the debt settlement for my account #[Account Number]. I appreciate the time you took to review my situation, and I am eager to reach a mutually beneficial agreement.

As we discussed, I am proposing a settlement amount of [Proposed Amount] to resolve this matter. I believe this offer is reasonable and reflects my current financial situation while still allowing you to recover a portion of the debt.

Thank you for considering my proposal. I am hopeful that we can finalize this arrangement promptly for both parties' convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address] to discuss this further.

Looking forward to your response.

Sincerely,

[Your Name]