

# Endorsement of Repayment Plan

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

Recipient Name

Recipient Address

City, State, Zip Code

Dear [Recipient's Name],

I am writing to formally endorse your proposed repayment plan regarding the outstanding balance of \$[amount]. After reviewing your details, I believe this plan is a fair and reasonable approach to ensure the debt is repaid in a timely manner.

The key details of the repayment plan are as follows:

- Payment Amount: \$[amount]
- Payment Frequency: [monthly/bi-weekly/etc.]
- Start Date: [date]
- End Date: [date]

I support this repayment arrangement and encourage both parties to adhere to the outlined terms. Should there be any changes or challenges, please communicate promptly to avoid any misunderstandings.

Thank you for your attention to this matter. I look forward to your confirmation of this endorsement.

Sincerely,

[Your Name]

[Your Title/Position if applicable]

[Your Organization Name if applicable]

[Your Address]

[Your Contact Information]