

Debt Repayment Plan

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, ZIP Code]

Dear [Creditor's Name],

I am writing to propose a debt repayment plan regarding my outstanding balance of [Insert Amount] that I owe to your company. Due to [brief explanation of financial difficulties], I am currently unable to make the full payment. However, I am committed to repaying my debt and would like to propose the following plan:

- Total Amount Owed: [Insert Amount]
- Proposed Monthly Payment: [Insert Amount]
- Payment Start Date: [Insert Date]
- Duration of Repayment: [Insert Duration]

I believe this proposed plan will allow me to fulfill my obligations while ensuring I can manage my finances effectively. I kindly request your understanding and support in this matter.

Please feel free to contact me at [Your Phone Number] or [Your Email] if you have any questions or would like to discuss this further.

Thank you for your consideration.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]