

Deferred Payment Agreement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a deferred payment agreement regarding the outstanding balance of [insert amount] owed to [insert company name or purpose of the payment]. Due to unforeseen circumstances, I am currently facing financial difficulties, and I am unable to meet the original payment terms.

To address this situation, I would like to propose the following terms for a deferred payment schedule:

- Total amount owed: [insert amount]
- Proposed payment plan: [insert details, e.g., monthly installments]
- First payment due date: [insert date]
- Final payment due date: [insert date]

I believe this arrangement will allow me to fulfill my financial obligations while also ensuring that your interests are protected. I am committed to maintaining open communication throughout this process, and I welcome any suggestions you may have regarding this proposal.

Thank you for considering my request. I look forward to your favorable response.

Sincerely,

[Your Name]