

Debt Settlement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I hope this letter finds you well. I am writing to formally propose a debt settlement regarding my account with you, referenced under account number [Insert Account Number].

I acknowledge the outstanding balance of [Insert Amount]. However, due to [briefly explain your financial situation], I am unable to pay the full amount at this time. Therefore, I would like to propose a settlement of [Insert Proposed Settlement Amount] to resolve this debt.

I believe this proposal is in the best interest of both parties, as it allows me to fulfill my obligation while providing you with immediate payment. I kindly ask you to consider this proposal and look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]