

Debt Settlement Proposal Letter

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 formally propose a settlement for my outstanding debt with you, account number [Insert Account Number]. Due to [briefly explain your financial situation, e.g., medical issues, job loss], I am unable to meet my current payment obligations.

To resolve this matter and avoid further complications, I would like to propose the following settlement payment plan:

- Settlement Amount: [State Amount]
- Payment Terms: [State whether it's a lump sum or installment payments]
- Proposed Due Dates: [List due dates for payments]

I believe this proposal is fair and will allow me to settle my obligations in a way that is manageable for me while providing you with a resolution to this account. I am hopeful that you will consider this offer seriously.

Please feel free to contact me at [Your Phone Number] or [Your Email] to discuss this proposal further. I appreciate your understanding and look forward to a positive response.

Sincerely,

[Your Name]