

# Creditor Debt Confirmation

To: [Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Date: [Date]

Dear [Creditor's Name],

This letter is to formally request a confirmation of the outstanding debt under my account with you. Below are the details of the account:

- Account Number: [Account Number]
- Outstanding Balance: [Amount]
- Date of Last Payment: [Date]

According to my records, I would like to verify this information to ensure that both parties are in agreement regarding the outstanding balance. Please send me written confirmation of the debt as soon as possible.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]