

Letter for Debt Settlement Request

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 message finds you well. I am writing to discuss my current financial situation regarding the outstanding debt of [insert amount] that I owe to your organization.

Due to unforeseen circumstances, I am finding it challenging to meet my financial obligations. I am reaching out to request a settlement for this debt. I am prepared to offer a payment of [insert proposed settlement amount] as a full settlement for the total outstanding amount.

I believe this compromise would be mutually beneficial, allowing me to settle the debt while providing you with a guaranteed payment. I am hopeful that we can come to an agreement and am open to discussing this matter further.

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

Sincerely,

[Your Name]