

Debt Forgiveness Proposal

Date: [Insert Date]

[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 request for partial debt forgiveness regarding my account with [Creditor's Company Name]. Due to [briefly explain your situation, e.g., unforeseen medical expenses, job loss], I am currently facing financial difficulties.

As of today, my total outstanding balance is [Total Amount]. I would like to propose a debt forgiveness of [Proposed Forgiveness Amount] to help alleviate my financial burden. I believe this arrangement may benefit both parties as it would enable me to settle my account more promptly and maintain a positive relationship moving forward.

I appreciate your consideration of my request. I am hopeful for a favorable response and willing to discuss possible terms that could work for both of us. Please feel free to contact me at [Your Phone Number] or [Your Email Address]. Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]