

Debt Forgiveness Application

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 am writing to formally request debt forgiveness regarding my outstanding balance of \$[insert amount] on my account #[insert account number]. Due to [briefly explain your reasons, e.g., financial hardship, medical expenses, job loss], I am unable to fulfill my payment obligations at this time.

I have taken steps to manage my financial situation, including [mention any relevant actions taken, like job searching, budgeting, etc.], but unfortunately, I am still facing significant challenges. I kindly ask for your understanding and consideration in forgiving my debt.

Thank you for taking the time to review my request. I hope to hear from you soon to discuss this matter further.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]