

Debt Responsibility Transfer Letter

Date: [Insert Date]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Initiation of Debt Responsibility Transfer

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally inform you of my intention to transfer the responsibility of the debt associated with [insert debt details, e.g., loan number or account reference] to you.

This transfer is intended to take effect as of [insert effective date]. I believe this arrangement will be beneficial for both parties, as it will allow me to manage my financial obligations more effectively while you take on the responsibility for the aforementioned debt.

Please confirm your acceptance of this transfer by signing and returning the attached agreement by [insert deadline]. If you have any questions or require further clarification, do not hesitate to contact me.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]

Attachment: Debt Responsibility Transfer Agreement