

# Business Debt Relief Application

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request debt relief for my business, [Your Company Name], due to [briefly explain your reason, e.g., financial hardship, unexpected circumstances]. We are dedicated to fulfilling our obligations, but we are currently facing challenges that make it difficult to meet our debt repayments.

To support our application, we have attached the following documents:

- [Document 1]
- [Document 2]
- [Document 3]

We believe that with your understanding and assistance, we can navigate these challenges and emerge stronger. We are committed to working with you to find a solution that suits both parties.

Thank you for considering our application. We hope to hear from you soon.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]