

Debt Settlement Proposal

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 propose a settlement regarding my outstanding debt with your company. As of today, my account number is [insert account number], and the total amount owed is [insert amount].

Due to unforeseen circumstances, I have been unable to meet my financial obligations. However, I am committed to resolving this matter and would like to propose a settlement amount of [insert proposed amount] as a one-time payment to fully settle the debt.

I believe this offer is fair given my current financial situation, and I hope that you will consider it seriously. If we can agree on this settlement, please confirm in writing that the remaining balance will be forgiven.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]