

Disputed Debt Account Statement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Request for Payment Plan Discussion Regarding Disputed Debt

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally address a disputed debt account associated with my name, account number [Account Number]. After careful review, I have concerns regarding the validity of this debt, and I would like to discuss a possible payment plan.

For your reference, I have attached documentation that supports my position regarding this dispute. I believe that a constructive dialogue can lead to a resolution that is beneficial for both parties.

Please let me know a convenient time for you to discuss this matter further. I appreciate your attention to this issue and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]