

# Debt Resolution Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Debtor's Name]

[Debtor's Address]

[City, State, Zip Code]

Dear [Debtor's Name],

I hope this letter finds you well. I am writing to formalize my offer for a resolution of the outstanding debt with you, amounting to [Total Amount Due].

After careful consideration of your current financial situation, I am prepared to offer a settlement amount of [Settlement Amount] to resolve this debt. This offer is based on [brief explanation of reasons for offer].

If you agree to this settlement, please confirm your acceptance by [Insert Response Date]. Upon acceptance, we can proceed with the necessary documentation to finalize this agreement.

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

Sincerely,

[Your Name]

[Your Title/Organization, if applicable]