

Debt Settlement Agreement Confirmation

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],

We are writing to confirm the agreement reached regarding the settlement of my outstanding debt with your organization. Below are the details of the settlement:

Settlement Details

- **Original Debt Amount:** [Insert Amount]
- **Settlement Amount:** [Insert Amount]
- **Payment Terms:** [Insert Payment Plan Details]
- **Due Date for Final Payment:** [Insert Date]

Please confirm your acceptance of this agreement by signing below and returning a copy to me. Upon receiving your acknowledgment, I will proceed with the payment as agreed.

Thank you for your cooperation in settling this matter.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]

Accepted by:

[Creditor's Name]
[Creditor's Signature]
[Date]