

Debt Forgiveness Inquiry Letter

Date: [Insert Date]

Your Name: [Your Name]

Your Address: [Your Address]

Your City, State, ZIP: [Your City, State, ZIP]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, ZIP]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the details regarding the debt forgiveness that was discussed in our previous communications. Specifically, I would like to obtain information on the following:

- Amount forgiven
- Date of forgiveness
- Any remaining balance
- Impact on my credit report

Understanding these details is crucial for my records and future financial planning. I appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention to this inquiry.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]