

Debt Forgiveness Confirmation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally confirm the forgiveness of the debt owed to me by [Borrower's Name] in the amount of [Amount] as of [Date]. This debt pertains to [describe the nature of the debt, e.g., loan, services rendered, etc.].

This letter serves as a record and clarification that the aforementioned debt has been forgiven, and neither party holds any further financial obligation concerning this matter.

If you have any questions or require further details, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email]