

Amicable Debt Settlement Proposal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I hope this letter finds you well. I am writing to discuss my current financial situation and to propose a structured settlement regarding my outstanding debt with your organization.

Due to [briefly explain your situation, e.g., unforeseen circumstances, loss of income], I have been unable to keep up with my payments as originally agreed. I am committed to resolving this matter amicably and would like to propose a settlement of [proposed amount or percentage] to fully satisfy the debt.

Should you accept this offer, I can make a one-time payment by [specific date], or we can arrange a payment plan that works for both of us. I believe this proposal is mutually beneficial as it allows me to settle my obligation while you recover a portion of the debt.

I appreciate your understanding and consideration of my proposal. Please let me know how you would like to proceed. I am hopeful we can resolve this matter satisfactorily for both parties.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]