

# Amicable Settlement Agreement

Date: [Insert Date]

From:

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To:

[Debtor's Name]

[Debtor's Address]

[City, State, Zip Code]

## **Subject: Agreement for Debt Forgiveness**

Dear [Debtor's Name],

I hope this letter finds you well. This letter serves as a formal agreement regarding the minor debt of [amount owed] that you owe to me. After our recent discussions, I believe it is in our best interests to arrive at an amicable resolution.

Considering our relationship and the circumstances surrounding this debt, I have decided to forgive the amount owed. This debt forgiveness is offered as a gesture of goodwill and to maintain a positive rapport between us.

By signing below, we both acknowledge this agreement and the cancellation of the debt.

### **Agreement**

I, [Your Name], hereby forgive the debt of [amount owed] owed by [Debtor's Name].

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[Your Name] (Creditor)

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[Debtor's Name] (Debtor)

Thank you for your understanding, and I look forward to continuing our positive relationship.

Sincerely,

[Your Signature] (if sending a hard copy)

[Your Name]