

Debt Forgiveness Agreement

Date: [Insert Date]

From:

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

To:

[Borrower's Name]

[Borrower's Address]

[City, State, Zip Code]

Subject: Debt Forgiveness Agreement

Dear [Borrower's Name],

We are writing to confirm the agreement reached concerning the outstanding debt balance owed by you to [Lender's Name]. As of [Insert Date], the total amount due is [\$Amount].

After careful consideration, it has been decided to forgive this debt due to the minor balance involved. Therefore, you are hereby notified that the said amount will be forgiven, and no further payments will be necessary.

This agreement releases you from any obligations related to the aforementioned debt and will not be reported to any credit bureaus. We appreciate your understanding and cooperation in this matter.

If you have any questions or require further assistance, please feel free to contact us at [Lender's Phone Number] or [Lender's Email].

Sincerely,

[Lender's Name]

[Lender's Title]

Signature: _____