

Debt Settlement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I am writing to propose a debt settlement regarding my account with you, account number [Account Number]. Due to [brief explanation of financial hardship], I am unable to fulfill the full payment as originally agreed.

However, I am committed to resolving this debt and would like to propose a settlement amount of [Proposed Amount] as full payment for the account. I believe this amount is fair considering my current financial situation.

I kindly ask you to consider this proposal and I am open to discussing this matter further. I hope to reach an amicable agreement that benefits both parties.

Thank you for your time and understanding. I look forward to your response.

Sincerely,

[Your Name]