

# Debt Repayment Plan

**Date:** [Insert Date]

**From:** [Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

**To:** [Creditor's Name]  
[Creditor's Address]  
[City, State, Zip Code]

Dear [Creditor's Name],

I am writing to propose a repayment plan for my outstanding debt of [Insert Amount]. Due to [brief explanation of your situation], I am unable to make the payments as originally agreed.

I sincerely wish to honor my financial obligations, and therefore, I would like to propose the following repayment plan:

- Total Debt: [Insert Amount]
- Proposed Monthly Payment: [Insert Amount]
- Payment Schedule: [Insert Schedule e.g. 1st of each month]
- Proposed Duration: [Insert Duration e.g. 6 months, 1 year]

I believe this plan is manageable for me and will allow me to fulfill my responsibilities. I kindly request your consideration and approval of this plan.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]