

Debt Recovery Agency Introduction

Date: [Insert Date]

Dear [Student's Name],

We hope this letter finds you well. We are [Agency Name], a professional debt recovery agency specializing in student loan collections. Our goal is to assist you in resolving your outstanding student loan balance efficiently and amicably.

As a recent graduate, we understand that managing student loans can be challenging. We offer various repayment options tailored to fit your financial situation. Our team is dedicated to helping you navigate through this process smoothly.

Should you have any questions or require assistance, please feel free to contact us at [Phone Number] or [Email Address]. We are here to help you find the best solution for your loan repayment.

Thank you for your attention to this matter. We look forward to working with you.

Sincerely,
[Your Name]
[Your Title]
[Agency Name]
[Agency Address]
[Phone Number]
[Email Address]