

Proposal for Balloon Payment Resolution

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to propose a resolution regarding the upcoming balloon payment due on [Insert Due Date]. As we approach this date, we would like to discuss potential options that could benefit both parties involved.

We understand the terms of our initial agreement and acknowledge the obligation to fulfill the balloon payment. However, due to [brief explanation of circumstances], we are seeking a modification of the payment terms.

Our proposal includes the following options:

- Option 1: [Description of Option 1]
- Option 2: [Description of Option 2]
- Option 3: [Description of Option 3]

We believe that exploring these options will provide a mutually beneficial solution and help maintain our ongoing relationship. We are committed to fulfilling our obligations and appreciate your understanding and cooperation.

We would be grateful for the opportunity to discuss this proposal in more detail. Please feel free to contact us at [Your Phone Number] or [Your Email Address] to arrange a meeting at your earliest convenience.

Thank you for considering our proposal. We look forward to your favorable response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]