

# Consent for Partial Payment Plan

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

I, [Your Name], hereby consent to enter into a partial payment plan regarding the outstanding amount of [Amount Due] owed to [Company/Organization Name].

The payment plan is as follows:

- Total Amount Due: [Amount Due]
- Payment Amount: [Amount Per Payment]
- Payment Schedule: [e.g., Monthly, Weekly]
- First Payment Due Date: [Insert Date]
- Final Payment Due Date: [Insert Date]

I understand that making timely payments is crucial for maintaining this plan, and I agree that failure to comply may result in [consequences such as additional fees or action taken].

Thank you for considering my request. I look forward to your confirmation.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Address]

[Your Contact Information]