

Debt Closure Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

We are writing to inform you that the debt associated with account number [Account Number] has been fully paid and closed as of [Closure Date].

Please update your records to reflect this closure. If you require any further information or documentation confirming this closure, do not hesitate to contact us at the above-mentioned contact details.

Thank you for your attention to this matter.

Sincerely,

[Your Name]