

Extended Payment Arrangement Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as an acknowledgment of the extended payment arrangement we have agreed upon regarding my account [Account Number]. I appreciate your understanding and support in this matter.

Details of the Extended Payment Arrangement:

- Original Amount Due: [Amount]
- Initial Payment Due Date: [Date]
- Revised Payment Schedule: [Details]

I understand that all payments must be made by the specified dates to maintain this arrangement. Should there be any changes to my financial situation, I will notify you immediately.

Thank you for your assistance and flexibility in this matter.

Sincerely,

[Your Name]