

# Debt Settlement Terms Agreement

Date: [Insert Date]

From: [Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

To: [Creditor's Name]  
[Creditor's Address]  
[City, State, Zip Code]

## Subject: Debt Settlement Agreement

Dear [Creditor's Name],

This letter serves as a formal agreement regarding the settlement terms for the outstanding debt of [\$Amount] that I owe to you.

### Settlement Terms:

- Total Debt Amount: [\$Amount]
- Settlement Amount: [\$Settlement Amount]
- Payment Due Date: [Insert Due Date]
- Payment Method: [Insert Payment Method]
- Settlement Acceptance: [Insert Conditions if any]

Upon receipt of the agreed settlement amount, all claims and obligations will be considered fulfilled and the debt will be marked as paid in full.

By signing below, both parties agree to the above settlement terms.

---

[Your Name]  
[Date]

---

[Creditor's Name]  
[Date]

Thank you for your cooperation.

Sincerely,  
[Your Name]