

Official Debt Cancellation Notice

Date: **[Insert Date]**

To: **[Debtor's Name]**

Address: **[Debtor's Address]**

Dear **[Debtor's Name]**,

This letter serves as an official notice regarding the cancellation of the debt associated with account number **[Account Number]**. After reviewing your account and considering all relevant circumstances, we have decided to cancel the debt amounting to **[Debt Amount]**.

We confirm that this cancellation is effective immediately, and you are no longer responsible for any payment related to this debt.

If you have any questions or require further clarification, please do not hesitate to contact us at **[Contact Number]** or **[Email Address]**.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Company Phone Number]