

# Final Settlement Agreement Confirmation

Date: [Insert Date]

[Collector's Name]

[Collector's Company]

[Collector's Address]

[City, State, Zip Code]

Dear [Collector's Name],

This letter serves as confirmation of the final settlement agreement reached between [Your Name/Your Company] and [Collector's Company] regarding the outstanding balance of [Insert Amount].

Details of the settlement are as follows:

- Original Amount Owed: [Insert Amount]
- Settlement Amount: [Insert Amount]
- Payment Due Date: [Insert Date]
- Payment Method: [Insert Method]

Upon receipt of the settlement amount, [Collector's Company] agrees to consider this matter completely resolved and will provide written confirmation of the balance being satisfied in full.

Thank you for your cooperation in this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you have any questions.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]