

Serious Debt Settlement Proposal

Subject: Debt Settlement Proposal

Dear Collections Manager,

I am writing regarding account number [Account #] with an outstanding balance of \$[Amount]. Due to significant financial hardship, I am unable to pay the full amount but wish to resolve this matter promptly.

I propose a settlement amount of \$[Amount], which represents [X%] of the total debt. This payment would be made as follows:

- Lump sum payment of \$[Amount] upon acceptance of this proposal

OR

- [Number] payments of \$[Amount] beginning [Date]

I request that upon acceptance and completion of this settlement:

1. The account be marked as "Settled in Full" or "Paid as Agreed"
2. All collection activities cease immediately
3. A written confirmation letter be provided
4. No negative reporting to credit bureaus beyond the settlement date

This offer is contingent upon receiving written acceptance within [timeframe]. I believe this proposal represents a fair resolution that benefits both parties.

Please respond in writing to confirm acceptance of these terms.

Respectfully,

[Your Name]

[Date]

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