**DEBT RELEASE LETTER**

**From:**

[ CREDITOR (REP.) NAME ]

[ CREDITOR COMPANY ]

[ CREDITOR ADDRESS LINE 1 ]

[ CREDITOR ADDRESS LINE 2 ]

**To:**

[ DEBTOR NAME ]

[ DEBTOR ADDRESS LINE 1 ]

[ DEBTOR ADDRESS LINE 2 ]

Date: [ EX: JANUARY 1ST, 2022 ]

**RE: RELEASE OF DEBT STATEMENT**

Dear [ DEBTOR NAME ],

In consideration for the payment made on [ EX: DECEMBER 20TH, 2021 ],

I, [ CREDITOR (REP.) NAME ], hereby acknowledge that [ DEBTOR NAME ], has made full and complete payment (and is hereby released and discharged) of all debts, monies, bills, bonds, damages, including all interest and liabilities, and other financial obligations that arose from Account Number [ ##### ].

Therefore, any statements made to credit agencies and/or other credit reporting bureaus will be made aware that the Account has been paid.

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/)

(Representative Signature)

[ CREDITOR (REP.) NAME ]

(Printed Name)

[ CREDITOR (REP.) TITLE ]

(Title)