

DEBT SETTLEMENT OFFER LETTER

From:

To:

Date: _____

Account Number: _____

RE: COLLECTIONS LETTER RECEIVED

To Whom This May Concern,

This letter does not grant my acceptance of money owed, although, it provides an offer at which I would be willing to pay in order to remove this claim.

The amount I am willing to offer is _____ Dollars (\$_____).

If you should accept my offer, payment would be made immediately. Feel free to contact me via any of the following contact methods:

E-Mail: _____

Cell Phone: _____

Home Phone: _____

Work Phone: _____

Sincerely,

Signature

Printed Name