

Business Debt Settlement Agreement Letter

Subject: Business Debt Settlement Agreement

Dear [Creditor's Name],

On behalf of [Business Name], I am writing to confirm our agreement to settle the outstanding balance of [Original Debt Amount] for the sum of [Agreed Settlement Amount]. The agreed payment schedule is as follows: [Details of installment payments or lump sum payment].

Once the final payment is received, I request a settlement letter confirming that the debt has been closed and no further claims will be made against [Business Name].

We value the relationship we have built and look forward to continuing our business dealings under improved terms.

Regards,

[Your Name]

[Business Title]

Get more templates here:

<https://www.lettersandtemplates.com/letters/debt-settlement-agreement-letter>