

Informal Debt Settlement Agreement Email

Subject: Debt Settlement Agreement

Hi [Creditor's Name],

Thanks for working with me on this. Just to confirm, I'll pay [Agreed Settlement Amount] by [Payment Date] to settle the debt for account [Account Number]. Once it's processed, I understand that I won't owe anything else.

Please drop me a note when it's confirmed on your side.

Cheers,

[Your Name]

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