

Debt Settlement / Payment Agreement Acceptance Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Debtor's Name]

[Debtor's Address]

[City, State, ZIP Code]

Re: Acceptance of Debt Settlement / Payment Agreement Proposal

Dear [Debtor's Name],

I am writing this letter to officially confirm and accept the debt settlement / payment agreement proposal that we discussed and negotiated. I want to express my appreciation for your willingness to work with me and find a mutually beneficial solution to address the outstanding debt.

After careful consideration, I am pleased to confirm that I accept the terms outlined in the proposed debt settlement / payment agreement, which we have agreed upon as follows:

1. Total Settlement Amount: \$[Amount]
2. Payment Schedule: The settlement amount will be paid in [Number] equal monthly installments, with the first payment due on [Date] and subsequent payments on the [Date] of each month thereafter.
3. Payment Method: Payments will be made via [Payment Method, e.g., check, electronic funds transfer, etc.].
4. Release and Satisfaction: Upon the successful completion of all payments, both parties agree that the debt will be considered settled in full. A formal letter of debt satisfaction will be provided upon receipt of the final payment.

5. Confidentiality: Both parties agree to maintain the confidentiality of the settlement terms and not disclose any details to third parties, except as required by law.

Please consider this letter as a binding agreement between us. I will promptly make the first payment as agreed upon and provide you with any additional information required to facilitate the payment process. I kindly request that you acknowledge your acceptance of this letter and the enclosed terms by signing and returning a copy to me at your earliest convenience.

I am committed to fulfilling my obligations under this agreement and appreciate your understanding and cooperation throughout this process. If you have any questions or need further clarification, please do not hesitate to contact me.

Thank you once again for your willingness to work with me on this matter. I look forward to successfully resolving this debt in a timely and efficient manner.

Sincerely,

[Your Signature]

[Your Printed Name]

Enclosure: Copy of the Proposed Debt Settlement / Payment Agreement