[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

RE: Mortgage Repayment Plan Offer - Account Number: [Account Number]

Dear [Borrower Name],

This letter is to formally offer a repayment plan regarding the past-due balance on your mortgage for the property located at [Property Address]. Our goal is to help you bring your account current while managing your monthly financial obligations.

Based on our review of your financial situation, we propose the following repayment schedule:

- **Total Past Due Amount:** $[Amount]
- **Plan Start Date:** [Date]
- **Plan End Date:** [Date]
- **Number of Installments:** [Number]
- **Monthly Repayment Increment:** $[Amount]
- **Total New Monthly Payment:** $[Total Amount] (Regular payment plus repayment increment)

By following this plan, your mortgage account will be considered current on [Expected Date]. Please note that during this repayment period, all regular monthly mortgage payments must be made in full and on time, in addition to the agreed-upon repayment amounts.

If you agree to these terms, please sign and return this letter by [Deadline Date]. Failure to comply with the terms of this agreement may result in the resumption of collection activities or foreclosure proceedings.

If you have any questions or would like to discuss alternative options, please contact our Loss Mitigation Department at [Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title]

Acceptance:

I/We, [Borrower Name(s)], agree to the terms of the repayment plan outlined above.

____
Borrower Signature / Date

____
Co-Borrower Signature / Date