

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

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

RE: Acceptance of Repayment Plan - Account Number: [Account Number]

Dear [Contact Person Name or Lender Name],

I am writing to formally accept the terms of the repayment plan proposed on [Date of Proposal] regarding my outstanding balance of \$[Total Amount Owed].

I agree to the following terms and conditions as outlined in the agreement:

- **Repayment Amount:** I will pay \$[Installment Amount] per [Month/Week].
- **Start Date:** The first payment will be made on [Start Date].
- **Payment Method:** Payments will be made via [Check/Bank Transfer/Online Portal].
- **Duration:** Payments will continue until the full balance is paid, ending on or about [End Date].

I understand that all other terms of my original loan agreement remain in effect. I am committed to making these payments on time to bring my account back into good standing.

Please acknowledge receipt of this acceptance by providing a signed copy of the final agreement for my records.

Sincerely,

[Borrower Signature]

[Borrower Printed Name]