

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Re: Account Number: [Account Number]

Dear [Recipient Name],

This letter is to formally confirm that the modification of your account terms has been successfully processed. As of [Effective Date], your account is no longer in default status.

Please find the summary of your modified terms below:

- **New Monthly Payment:** [Amount]
- **New Interest Rate:** [Rate]%
- **Next Payment Due Date:** [Date]
- **Remaining Term:** [Number of Months/Years]

By accepting these modified terms, you agree to make all future payments on or before the scheduled due dates. Failure to adhere to the new payment schedule may result in the account returning to a default status and the initiation of further collection or legal actions.

We appreciate your cooperation in resolving this matter. If you have any questions regarding your new payment schedule, please contact our customer service department at [Phone Number].

Sincerely,

[Your Name/Company Name]

[Department Name]

[Contact Information]