

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Date]

[Creditor or Collection Agency Name]
[Attn: Legal/Garnishment Department]
[Address]
[City, State, Zip Code]

RE: Settlement Offer and Request to Stop Wage Garnishment

Account Number: [Your Account Number]
Case Number: [Court Case Number, if applicable]

Dear [Contact Person or Department Name],

I am writing regarding the wage garnishment currently in effect against my earnings for the above-referenced account. I would like to resolve this debt in full through a one-time lump-sum settlement.

As of [Date], the outstanding balance is approximately \$[Amount]. Due to my current financial situation, I am offering a lump-sum payment of \$[Offer Amount] as full and final satisfaction of this debt.

If this offer is accepted, it is with the understanding that:

- The payment of \$[Offer Amount] will be considered a full settlement of the entire debt.
- You will immediately file the necessary paperwork with the court and my employer to terminate the wage garnishment.
- The account will be reported to the credit bureaus as "Paid in Full" or "Settled in Full."
- You will release any and all liens related to this specific debt.

This offer is valid until [Date]. Upon receipt of your written acceptance of these terms, I will remit the funds via [Certified Check/Wire Transfer/Money Order] within [Number] business days.

Please send your written acceptance to the address listed above. I look forward to resolving this matter quickly.

Sincerely,

[Your Signature]
[Your Printed Name]