

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

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

RE: Settlement Offer for Account Number: [Your Account Number]

To Whom It May Concern,

I am writing regarding the outstanding balance on the above-referenced payday loan account. Currently, my financial situation is such that I am unable to pay the full balance of \$[Total Balance Owed].

I would like to offer a one-time, lump-sum payment of \$[Offer Amount] to settle this debt in full. This offer is conditional upon the following terms:

- The payment of \$[Offer Amount] will be accepted as full and final settlement of the debt.
- Your company agrees to waive all remaining interest, late fees, and penalties.
- You will report the account to all credit bureaus as "Settled in Full" or "Paid in Full."
- You will cease all collection activity and legal actions regarding this account.
- You will provide a written agreement confirming these terms before I issue payment.

This offer is valid until [Expiration Date]. Please note that this letter does not constitute an acknowledgment of the debt, but rather an attempt to resolve a disputed or defaulted matter.

I look forward to receiving your written acceptance of this offer.

Sincerely,

[Your Signature]

[Your Printed Name]