

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Lender Name]
[Lender Address]
[Account Number / Loan ID]

Subject: Final Settlement Offer - Account [Your Account Number]

To Whom It May Concern,

I am writing regarding the outstanding balance on the above-mentioned payday loan account. Due to unexpected financial hardship, I am unable to pay the full balance of \$[Total Amount Owed].

I would like to offer a one-time, final settlement payment of \$[Offer Amount] to resolve this account in full. This amount represents [Percentage]% of the current balance.

This offer is made on the condition that:

- The payment is accepted as full and final settlement of the debt.
- Any remaining balance is written off and no further collection action is taken.
- You agree to update my credit report to show the account as "Settled" or "Paid in Full."
- All interest and penalty charges cease immediately upon receipt of this payment.

Please provide written confirmation of your acceptance of these terms. Once I receive your written agreement, I will make the payment via [Payment Method] within [Number] business days.

If you do not accept this offer, I will continue to make small monthly payments as my budget allows, but I will be unable to clear the full balance in the foreseeable future.

I look forward to your response.

Sincerely,

[Your Signature]

[Your Printed Name]