

Date:
To:
Address:

Re: Medical Debt Settlement Offer

Account Number:

Dear ,

I am writing regarding the outstanding medical debt with your office. I wish to resolve this matter and propose a settlement offer for the account referenced above.

I am offering to pay the amount of \$ as full and final settlement of this debt. Upon acceptance, please confirm in writing that the account will be considered paid in full and that the settled status will be reported to all relevant parties.

Please respond to this offer in writing. Thank you for your time and consideration.

Sincerely,