

Token Offer Letter

Your name and address

Date

Creditor's name and address

Our Ref: NEDCAB/ADM/.....

Account number:

Dear Sir or Madam,

With the assistance of North East Derbyshire CAB, I/we now enclose a financial statement for ourselves giving full details of my/our situation.

As you can see from this I am/we are struggling to manage my/our priority commitments. I/We would like to ask if you would agree to accept token offers of payment of £..... per month until my/our situation improves. Whilst I/we appreciate that this offer is small, I/we feel it is the only realistic one in the circumstances.

I/We would also ask that you agree to suspend interest on this account to enable me/us to make some inroad into the debt.

In order for me/us to make payments, please could you forward me a payment book, giro credit slips, or standing order mandate details if applicable?

Your patience and co-operation in this matter is greatly appreciated and I/we look forward to your acceptance of this proposal.

I/We will contact you immediately if there is any change in my/our circumstances.

Yours faithfully,

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