Creditor name and address

Date

Re: Your name, address, account number and reference number

**Without prejudice**

Dear

Following my recent correspondence, I am writing to let you know that I have now completed a full assessment of my current financial situation. I have taken into account all of my living expenses and commitments.

I enclose proof of my income and my outgoings [include details of any above average expenditure].

I have worked out affordable proposals to address my situation in line with the BPFI-MABS protocol using the MABS guides on:

* Money management
* Tackling debt

As a result, I am now putting forward an offer of €\_\_\_\_\_\_\_\_\_ per week (or month). This is a realistic amount in my current circumstances as set out in the enclosed financial statement.

I will start making payments on [enter date] by [enter payment method, for example, direct debit].

If my circumstances change and I can increase this offer, I will contact you immediately.

In the meantime, I hope this proposal will be acceptable to you and that you will deal with my request under the BPFI-MABS protocol.

I would appreciate if you would suspend or continue to suspend any interest and other charges being added to this account. This would help me to resolve my financial difficulties as soon as possible.

I look forward to hearing from you.

Yours sincerely

Name and signature