

Sample Letter 1

21 The Road I Live In
My Town/Village
Bedfordshire
LU6 1LF

**This letter should be sent to
your bank to stop further payments
leaving your account**

21 November 2010

Dear Sirs,

ACCOUNT/REFERENCE NUMBER: 111myaccountnumber222

I am writing to advise you that I am experiencing financial difficulties. I am currently writing to all my creditors asking for details of the balance outstanding on my accounts. Once I have this information I will be able to work out how much I can afford to pay each creditor.

As it may take some time for all my creditors to reply, it would be helpful if you could hold any action on my account for two months and agree to freeze interest and any other charges to prevent my debt from increasing.

Thank you for your help and I look forward to hearing from you.

Yours faithfully

M Name

MR MY NAME

Sample Letter 2

21 The Road I Live In
My Town/Village
Bedfordshire
LU6 1LF

**This letter should be sent to
Creditors – those who you owe
money to**

21 November 2010

Dear Sirs,

ACCOUNT/REFERENCE NUMBER: 111myaccountnumber222

I am writing to advise you that I am experiencing financial difficulties and attach a Financial Statement to outline my position.

Would you therefore please accept a token payment of £1.00 per month in respect of this debt and suspend interest and any other charges whilst these payments are made. This would initially be for three months after which time a review could be made of my circumstances.

Thank you for your help and I look forward to hearing from you.

Yours faithfully

M Name

MR MY NAME

Sample Letter 3

21 The Road I Live In
My Town/Village
Bedfordshire
LU6 1LF

**This letter should be sent to
your bank to stop further payments
leaving your account**

21 November 2010

Dear Sirs,

ACCOUNT/REFERENCE NUMBER: 111myaccountnumber222

I am writing to advise you that I have recently been made unemployed and I am asking for details of the balance outstanding on my accounts. Once I have this information I will be able to work out how much I can afford to pay each creditor.

As it may take some time for all my creditors to reply, it would be helpful if you could hold any action on my account for two months and agree to freeze interest and any other charges to prevent my debt from increasing.

Thank you for your help and I look forward to hearing from you.

Yours faithfully

M Name

MR MY NAME

Sample Letter 4

21 The Road I Live In
My Town/Village
Bedfordshire
LU6 1LF

**This letter should be sent to
Creditors – those who you owe
money to**

21 November 2010

Dear Sirs,

ACCOUNT/REFERENCE NUMBER: 111myaccountnumber222

I am writing to advise you that I have recently been made unemployed and I am therefore experiencing financial difficulties and I attach a Financial Statement to outline my position.

Would you therefore please accept a token payment of £1.00 per month in respect of this debt and suspend interest and any other charges whilst these payments are made. This would initially be for three months after which time a review could be made of my circumstances.

Thank you for your help and I look forward to hearing from you.

Yours faithfully

M Name

MR MY NAME