

Goodwill Letter — Send to Original Creditor

Date

Name

Address

Creditor

Address

Re: Acct #XXXX-XXXX-XXXX-XXXX

Dear Madam/Sir,

I am writing to you today regarding my account #XXXX-XXXX-XXXX-XXXX. The purpose of my correspondence is to see if you would be willing to make a "goodwill" adjustment on the reporting of this account to the three credit agencies.

During the time period this account was established I was very happy with the service. I was however not the ideal customer and made mistakes with my handling of the account. I should have kept better records regarding the account and I take full responsibility. I became aware of the unpaid balance when I got a copy of my credit report in *(insert date)*.

I know that payment was my responsibility and I am not attempting to justify this breach of my user agreement. I was however hoping you might review the circumstances under which this non-payment occurred and consider removing the negative trade line associated with this account from my three credit reports.

Goodwill Message Example

Wenbin Ji



Goodwill Message Example:

Business Communication Essentials You Always Wanted To Know Dr. AnnaMaria Bliven, 2024-05-09 Business Communication Essentials You Always Wanted to Know is a tell all book on the theme of Business Communication If you have been struggling with designing and implementing an effective business communication strategy in your organization this book will be of immense help to you Business Communication Essentials simplifies the processes of business communication in a way no other book has dealt with the subject matter It highlights the essential steps that must be taken at any time to transform your business communication approaches Reading this book will provide you with all the secrets of powerful and effective business communication Whether you are a student or a C suite executive the pragmatic and easy procedures for achieving quality and top notch business communication practices that you will discover in this book are truly invaluable You will gain an understanding of the following I Types of business communication and its importance for business growth ii Audience demographics and drafting relatable business messages iii How to communicate effectively in this fast paced world iv Some modern tools for effective business communication This book is written in a conversational tone and is packed with fun examples that will aid the learning experience Planning and Organizing Business Reports Dorinda Clippinger, 2016-07-08 This book emphasizes the importance of planning reports to ensure they do what you the writer or presenter want them to do Inside the reader will discover useful information to make reports more effective including the steps involved to plan written and oral report presentations for individuals as well as teams models for ethical reporting exclusive tips for preparing webinars well thought out steps for preparing a research proposal and so much more Numerous examples helpful illustrations and a concise writing style let you acquire vital information rapidly and each chapter ends with a convenient checklist In Planning and Organizing Business Reports you have a how to guide for the various types of reports you will need to generate throughout your career *The World's Health*, 1930 Monthly Bulletin - League of Red Cross Societies, 1929 *Business and Professional Communication* Steven A. Beebe, Timothy P. Mottet, Seth S. Frei, 2025-12-24 Now published by Sage Business and Professional Communication Principles and Skills for Leadership focuses on the essential concepts and skills of business and professional communication emphasizing leadership in today's global workplace Authors Steven A Beebe Timothy P Mottet and new co author Seth S Frei structure the text around five core communication principles offering a practical and accessible framework These principles are explored through real world applications such as workplace relationships interviewing teamwork and presentations Students gain a deeper understanding of their own communication habits learn to craft clear and impactful verbal and nonverbal messages develop strong active listening skills and refine their ability to adapt communication strategies to meet the needs and styles of others The Fourth Edition features updated research and pedagogy including insights into modern technologies like AI equipping students to meet the communication and leadership challenges of the modern workplace Sage Vantage Learning Platform This text is offered in

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Principles of Business Communication C. Glenn Pearce,Ross Figgins,Steven Golen,1984

Writing and Speaking in the Technology Professions David F. Beer,2003-07-04 An updated edition of the classic guide to technical communication Consider that 20 to 50 percent of a technology professional s time is spent communicating with others Whether writing a memo preparing a set of procedures or making an oral presentation effective communication is vital to your professional success This anthology delivers concrete advice from the foremost experts on how to communicate more effectively in the workplace The revised and expanded second edition of this popular book completely updates the original providing authoritative guidance on communicating via modern technology in the contemporary work environment Two new sections on global communication

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Advanced Business Communication John M. Penrose,Robert W. Rasberry,Robert J. Myers,1989 **Write with Confidence** ,1990 *Successful Business Communication* Malra Treece,1984 **The White House** Bernard L. Ungar,2003-08 The White House United States. General Accounting Office,2002 **Advertising & Selling** ,1918

Effective Communication for Colleges Clarice Pennebaker Brantley,Michele Goulet Miller,2001-07 Updated with the most current trends in the workplace this text continues to provide its proven process approach With updated and enhanced chapters on technology short reports interviewing skills customer communication visual graphics presentations and technical communication the reader can prepare effective workplace correspondence for our expanding technology driven world

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