

## PAYMENT IN FULL SATISFACTION LETTER

Payer Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_

Recipient Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_

**Re:**

Payment In Full Satisfaction and Release of Claims Regarding the Transaction or Debt Specified Below

This letter confirms that the undersigned Payer has made full and complete payment to the Recipient as agreed and that all obligations, debts, or claims related to the transaction identified herein are fully satisfied and discharged to the maximum extent permitted by law. This Payment in Full Satisfaction Letter is given voluntarily and is intended to serve as a legally binding acknowledgment and release in accordance with the laws of the United States.

**Transaction or Debt Details:**

Description of Transaction or Debt: \_\_\_\_\_

Amount Paid (USD): \_\_\_\_\_

Payment Method: \_\_\_\_\_

By signing this letter, the Recipient acknowledges receipt of the full payment and hereby releases and discharges the Payer and any affiliated parties from any and all claims, demands, actions, causes of action, or liabilities whether known or unknown, arising out of or related to the transaction or debt described above. This release includes, but is not limited to, any claims for additional payments, damages, penalties, or interest.

The Recipient represents and warrants that it has full authority to execute this Payment in Full Satisfaction Letter, and that this Letter constitutes the entire understanding between the parties with respect to the subject matter herein. This Letter may not be modified except by written agreement signed by both parties.

This Payment in Full Satisfaction Letter shall be governed by and construed in accordance with the laws of the United States and the applicable state law where the Recipient is located, without regard to conflict of laws principles. Any dispute arising out of or relating to this Letter shall be subject to the exclusive jurisdiction of the courts located in that jurisdiction.

This Letter constitutes the entire agreement between the parties regarding the subject herein and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written.

This Payment in Full Satisfaction Letter does not constitute an admission of liability or wrongdoing by either party and is executed solely for the purpose of resolving the matter described herein.

**PAYER'S SIGNATURE**

**RECIPIENT'S SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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