



Rhode Island Department of Revenue

Central Collections Unit

Re: Name of Debtor
CCU Account Number

SETTLEMENT AGREEMENT

NOW COME the Parties to the above-entitled action, the Creditor, State of Rhode Island Department of Revenue Central Collections Unit (“CCU”), and the Debtor, _____, of _____ Street, _____ City/Town _____, State _____, Zip Code _____, and hereby stipulate and agree that this matter, a collection action for money owed by the Debtor to the State of Rhode Island, shall be resolved through this Settlement Agreement. The Parties to this Settlement Agreement agree to the following terms and conditions.

1. The _____ (Name of State Agency) issued a Final Administrative Order against the Debtor, _____ Name of Debtor _____ on _____, 20XX in the amount of _____ and XX/100 Dollars (\$,\$\$\$.\$\$), referred to herein as the Settlement Amount.
2. In order to resolve this debt collection case and to save the Parties the time and expense of litigation, the Debtor, _____ Name of Debtor _____, agrees to pay to the CCU the sum certain amount of _____ and XX/100 Dollars (\$,\$\$\$.\$\$) in _____ weekly/monthly _____ installments of _____ Dollars (\$ _____), commencing on _____, 20XX, and on the _____ day of each month thereafter until the total amount of the debt is paid in full.

3. In exchange for Debtor's compliance with the installment payment plan described in Paragraph 2, the CCU agrees to suspend all interest as of _____, 20XX.
4. Time is of the essence with respect to the Debtor's compliance with the terms and conditions of the installment payment plan as set forth in this Settlement Agreement.
5. The term "payment", for the purposes of this Settlement Agreement, shall mean the delivery of a check or money order, or payment by credit card, at the State of Rhode Island Department of Revenue Central Collections Unit, One Capitol Hill, 1st floor, Providence, Rhode Island, or payment through the CCU's website payment option.
6. This Settlement Agreement shall become effective upon execution by the Debtor and is binding upon the Debtor, his, her or its agents, heirs, successors, assigns, and all persons or entities acting through or for the Debtor.
7. The terms and conditions of this Settlement Agreement shall be binding upon the Parties and shall be considered a contract between the Parties, enforceable pursuant to the laws of the State of Rhode Island.
8. The Debtor's failure to comply with the terms and conditions of the installment payment plan set forth in this Settlement Agreement shall constitute a default by the Debtor and interest shall be reinstated at the statutory rates and the CCU may proceed to file a Complaint in a Court of competent jurisdiction to enforce the terms and conditions of this Settlement Agreement.
9. The Debtor, at his, her or its discretion, may prepay all or a portion of the Settlement Amount prior to the installment due dates, without incurring a prepayment penalty, as

reflected in the payment schedule as set forth in Paragraph 2 of this Settlement Agreement.

CREDITOR
STATE OF RHODE ISLAND
DEPARTMENT OF REVENUE
CENTRAL COLLECTIONS UNIT

DEBTOR
(Name of Debtor)

By Creditor’s Attorney

By Debtor

s/ Edmund F. Murray, Jr.
Edmund F. Murray, Jr. (#3096)
Central Collections Unit
Senior Legal Counsel
One Capitol Hill, 1st Floor
Providence, RI 02908
(401) 574-9906
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Debtor’s Name

On this _____ day of _____, 20XX, before me, the undersigned notary public, personally appeared _____ (Name of Debtor) _____, proved to the notary through satisfactory evidence of identification to be the person who executed the preceding document in my presence, and who swore or affirmed to the notary that the he has executed this Settlement Agreement as his, her or its free act and deed.

Notary Public
Notary Identification No. _____
My Commission expires: _____

CERTIFICATION

I hereby certify that on _____, 20XX, I caused the within **SETTLEMENT AGREEMENT** to be sent by regular and certified mail, return receipt requested, to the *pro se* Debtor, _____ (Name) _____ at _____ Address of Debtor) _____.
