Debt Clarity Worksheet

A simple, nonjudgmental way to organize what you owe and choose one manageable next step

Debt can feel heavier when the information is scattered or avoided. Use this worksheet to gather the facts in one place. You are not expected to solve everything today. Begin with clarity, then decide what support or next step may be appropriate.

1. What feels most difficult right now?

☐ I do not know the total amount I owe	☐ I am behind on one or more payments
☐ Minimum payments are difficult to manage	☐ Interest charges keep increasing
☐ I rely on credit for regular expenses	☐ I receive collection calls or letters
☐ I am unsure which debt to address first	☐ My income changes from month to month
☐ Debt is affecting my stress or sleep	☐ I need qualified help but do not know where to begin

2. List what you owe

Creditor / Account	Balance	Minimum	Interest Rate	Due Date	Status
	$	$	%		
	$	$	%		
	$	$	%		
	$	$	%		
	$	$	%		
	$	$	%		

3. Summarize the picture

Estimated total debt:	$ ____________________	**Total minimum payments:**	$ ____________________
Past-due amount:	$ ____________________	**Accounts in collections:**	____________________

Choose Your Next Responsible Step

The goal is not to fix every account at once. Identify what needs immediate attention and what information or support you may need.

4. Which issue needs attention first?

☐ A payment is due or already late	☐ A collection notice needs a response
☐ I need to stop adding new debt	☐ I need to understand my interest charges
☐ I need to review my spending	☐ I need to increase income
☐ I need to contact a creditor	☐ I need help from a qualified nonprofit counselor

5. My first action plan

The debt or issue I will focus on first:	____________
Why this needs attention:	____________
The first action I will take:	____________
Who I may need to contact:	____________
The date I will take action:	____________
My next review date:	____________

6. Questions to ask before agreeing to a plan

☐ What is the total amount I will pay?	☐ Will interest or fees continue?
☐ What happens if I miss a payment?	☐ Will this affect my credit reports?
☐ Is the organization licensed or accredited where required?	☐ Are there setup, monthly, or cancellation fees?
☐ Am I being pressured to act immediately?	☐ Do I understand the agreement before signing?

Clarity is progress. Writing the information down does not mean you must solve everything today. It gives you a clearer picture so you can make one informed decision at a time.

Important: This worksheet is for educational and organizational purposes only. It does not provide individualized financial, credit-repair, tax, investment, bankruptcy, or legal advice. Do not ignore court documents, collection notices, or urgent deadlines. Consider contacting an appropriately qualified professional or reputable nonprofit credit counselor for guidance specific to your circumstances.