

Financial Hardship Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to inform you of my current financial difficulties resulting from the recent significant increase in living costs. Over the past few months, I have encountered unexpected expenses that have strained my financial situation.

Due to [specific reasons, e.g., rising utility costs, increased rent, or unexpected medical bills], my monthly expenses have surpassed my budget. As a result, I am struggling to meet my financial obligations, including [mention any specific obligations, e.g., loan payments, rent, groceries].

I am reaching out to discuss potential options for assistance or adjustments that could ease my financial burden during this challenging time. I appreciate your understanding and support as I navigate these difficulties.

Thank you for considering my situation. I look forward to your prompt response.

Sincerely,

[Your Name]