

# Loan Modification Inquiry

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, ZIP Code]

Dear [Lender's Name/Loan Officer],

I hope this letter finds you well. I am writing to inquire about the loan modification options available for my mortgage account [Your Account Number]. Due to [briefly explain circumstances, e.g., financial hardships, loss of income], I am seeking assistance to modify the terms of my loan in order to make my payments more manageable.

Could you please provide me with information on the loan modification programs you offer? Additionally, I would appreciate any guidance on the documentation required and the process involved.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]