

Loan Modification Proposal

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request a modification of my current loan, account number [Insert Account Number]. Due to [briefly explain circumstances affecting your ability to make payments], I am finding it increasingly difficult to meet the terms of my existing loan agreement.

To avoid further financial distress and potential foreclosure, I am proposing the following modifications:

- Reduction of interest rate to [Insert Interest Rate]
- Extension of the loan term to [Insert New Term]
- Temporary forbearance of payments for [Insert Duration]

I believe that these adjustments will not only assist me in managing my payments more effectively but also benefit [Lender's Name] by ensuring continued loan repayment and reducing potential losses.

Please find enclosed my financial documentation for your review. I am eager to work collaboratively to reach a mutually beneficial agreement.

Thank you for your consideration. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]