

# Request for Reduction of Loan Fees

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request a review of the fees associated with my loan account, #[Insert Loan Account Number]. As a loyal customer, I appreciate the services offered by your institution but am currently facing financial difficulties that have made it challenging for me to manage my current loan obligations.

Given my commitment to repaying the loan and maintaining a good standing, I would like to discuss the possibility of reducing the fees applied to my loan. A reduction in fees would significantly alleviate my financial burden and ensure that I can continue to meet my repayment schedule.

I would greatly appreciate your consideration of this request. Please let me know if any further information is needed to assist with the review process. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]