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],

I am writing to inquire about the possibility of participating in a trial loan modification process for my mortgage loan, account number [Your Loan Number]. Due to [briefly explain your circumstances, e.g., a recent job loss, medical expenses], I am experiencing difficulty in making my current mortgage payments.

I would greatly appreciate any information you could provide regarding the steps I need to take to initiate a trial modification, including any required documentation and eligibility criteria.

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

Sincerely,

[Your Name]