

# Debt Compliance Letter

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Request for Loan Restructuring

Dear [Lender's Name],

We hope this letter finds you well. We are writing to formally request a restructuring of our current debt obligations under loan agreement number [Insert Loan Number].

Due to [briefly explain the reasons, e.g., financial difficulties, market changes], we find ourselves in a position where we need to revise the terms of our existing loan to better align with our current financial capability.

We propose the following terms for restructuring:

- New Loan Amount: [Insert Amount]
- Revised Interest Rate: [Insert Rate]
- Extended Loan Term: [Insert Term]

We are committed to fulfilling our obligations and believe that this restructuring will enable us to meet our repayment schedule more effectively.

We would appreciate the opportunity to discuss this matter further and explore potential solutions. Please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]