

# Personal 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 hope this message finds you well. I am writing to formally inquire about a modification of my personal loan, account number [Your Account Number]. Due to [briefly explain your reason such as financial hardship, job loss, etc.], I am finding it increasingly difficult to meet my current loan obligations.

Given my situation, I would like to explore possible options for adjusting the terms of my loan to make the payments more manageable. I would appreciate any assistance you can provide regarding this matter.

Please let me know what documentation or information you require from my side to facilitate this inquiry. I am hopeful for a positive resolution and appreciate your understanding and support.

Thank you for your attention to my request. I look forward to your prompt response.

Sincerely,

[Your Name]