

Request for Credit Assistance Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[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 assistance through the Credit Assistance Program for my personal loan. Due to [briefly explain your circumstance, e.g., unexpected expenses, loss of income], I am experiencing difficulty in managing my current loan obligations.

I have been a loyal customer of [Lender's Institution Name] since [year] and have always strived to meet my financial commitments. However, I now find it challenging to uphold these responsibilities. I believe that participation in your Credit Assistance Program will enable me to alleviate some financial stress and regain stability.

Attached are the necessary documents supporting my request, including my income statement and any other relevant financial information.

Thank you for considering my request. I look forward to your prompt response and hope for a positive resolution.

Sincerely,

[Your Name]