

# Debt Restructuring Request

Date: [Insert Date]

[Recipient Name]

[Company Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to formally request a restructuring of our current debt obligations with [Creditor's Company Name]. As a leading corporation in [Industry], we have encountered unforeseen challenges due to [briefly explain reasons, e.g., economic downturn, market conditions]. These circumstances have adversely impacted our cash flow and overall financial stability.

To navigate these challenging times and ensure the sustainability of our operations, we propose the following restructuring terms:

- Reduction of interest rates to [proposed rate]
- Extension of the payment period to [proposed duration]
- Forgiveness or deferral of principal payments for [proposed duration]

We believe that these adjustments will provide the necessary support for our company to regain stability while honoring our obligations in a more manageable manner. We are committed to maintaining open communication and collaborating closely with your team throughout this process.

We appreciate your consideration of this request and are eager to discuss this matter further. Please let us know a convenient time for a meeting to explore this proposal in detail.

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]