

Financial Hardship Explanation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company/Organization Name]

[Company/Organization Address]

[City, State, Zip Code]

Subject: Explanation of Financial Hardship

Dear [Recipient Name],

I am writing to formally explain my current financial hardship that has affected my ability to meet my financial obligations. Due to [briefly explain the reason for your financial hardship, e.g., loss of job, medical emergency, etc.], my financial situation has significantly changed.

As a result, I am struggling to [mention specific obligations, such as mortgage payments, rent, bills, etc.], which has caused me considerable stress and anxiety. I understand the importance of meeting my commitments and am actively seeking solutions to improve my circumstances.

I would like to request [mention any assistance you are seeking, such as a payment plan, reduction in payments, etc.]. I am hopeful that you will consider my situation with compassion and help me find a resolution.

Thank you for taking the time to read my letter. I appreciate your understanding during this challenging time, and I look forward to your response.

Sincerely,

[Your Name]