

Hardship Explanation for Deferred Payments

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a deferral of my upcoming payments due to unforeseen financial hardship. I have recently encountered [briefly explain your situation, e.g., job loss, medical emergency, etc.], which has significantly impacted my ability to meet my financial obligations.

Due to this situation, I kindly request that you consider allowing me to defer my payments for [specify time period]. I am actively seeking solutions to improve my circumstances, including [mention any efforts you are making, such as job applications, financial counseling, etc.].

I appreciate your understanding and support during this difficult time. I am hopeful for a positive response and would be grateful for any assistance you can provide.

Thank you for your consideration.

Sincerely,

[Your Name]