

Formal Demand for Mortgage Prepayment Penalty Waiver

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]

[Lender's Name]
[Lender's Address]
[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request a waiver of the prepayment penalty associated with my mortgage loan #[Your Loan Number].

Due to [briefly explain your circumstances, e.g., financial hardship, unexpected life events, etc.], I am seeking to refinance my mortgage to secure more favorable loan terms that align with my current financial situation.

According to the terms of my mortgage agreement, I am currently subject to a prepayment penalty. However, given my circumstances and the intent for responsible financial management, I respectfully request the waiving of this penalty.

I appreciate your attention to this matter and hope we can come to a mutually agreeable resolution. Please feel free to contact me at your earliest convenience to discuss this request further.

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

Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]