

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Lender/Bank's Name]

[Lender's Address]

[City, State, ZIP Code]

Subject: Request to Withdraw from Mortgage Payment Auto-Debit

Dear [Lender's Representative Name],

I am writing to formally request the withdrawal of my mortgage payment from the auto-debit service associated with my mortgage account number [Your Mortgage Account Number]. Due to [brief explanation of your reason, e.g., recent financial difficulties, a change in banking arrangements], I am unable to continue with this arrangement at this time.

I kindly request that you discontinue the auto-debit payments effective immediately, and I will ensure that my future mortgage payments are made manually by [provide your preferred method or timeline, if applicable].

Please confirm the termination of the auto-debit and advise me of any further steps I need to take. I appreciate your assistance in this matter.

Thank you for your understanding.

Sincerely,

[Your Name]