

Mortgage Repayment Adjustment Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an adjustment to my mortgage repayment plan for my loan account number [Your Loan Account Number]. Due to [brief explanation of your circumstances, e.g., financial hardship, job loss, etc.], I am struggling to meet my current repayment terms.

I would greatly appreciate your consideration of my request for a modified repayment plan that would better suit my current financial situation. I am committed to fulfilling my obligation and believe that with an adjustment, I can continue to make timely payments.

Please find attached any relevant documentation that supports my request. I am hopeful for a positive response and am willing to discuss this matter further at your convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]