

Temporary Loan Refinance 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 a temporary refinance of my current loan #[Loan Number] due to [brief explanation of reasons, e.g., financial hardship, unexpected expenses].

Given my situation, I believe that refinancing the loan will provide me with the necessary financial relief to manage my obligations more effectively. I am requesting a temporary adjustment in the terms of the loan, specifically [mention any specific changes you are requesting, e.g., lower interest rate, extended repayment period].

I have attached relevant documentation to support my request, including [list any documents like pay stubs, bank statements, etc.]. I appreciate your understanding and consideration, and I look forward to discussing this matter further.

Thank you for your time and support.

Sincerely,

[Your Name]