

Notification of Interest Costs Aid Request

Date: [Insert Date]

To,

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

Dear [Recipient's Name],

We are writing to formally notify you of our request for assistance with interest costs associated with [brief description of the loan or financial obligation].

As you are aware, our organization has encountered [briefly explain the reason for the interest costs, e.g., unexpected circumstances, economic challenges]. We believe that with your support, we can effectively manage these costs and continue our operations smoothly.

We kindly request your consideration for interest costs aid. The details of the costs are as follows:

- Loan Amount: [Insert Amount]
- Interest Rate: [Insert Rate]
- Current Interest Cost: [Insert Amount]

We appreciate your attention to this matter and look forward to your positive response.

Thank you for your support.

Sincerely,

[Your Name]
[Your Position]
[Your Company/Organization Name]
[Your Contact Information]