

Loan Payment Suspension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[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 suspension of my loan payments for my account, #[Your Account Number], due to [reason for request, e.g., unforeseen circumstances, financial hardship, etc.].

I have been a diligent borrower, but [briefly explain your situation]. As a result, I am unable to make my scheduled payments for the time being.

I kindly request the suspension of my loan payments for [duration of requested suspension, e.g., three months] starting from [start date]. I believe this will provide me with the necessary time to regain my financial footing.

Please let me know if there are any forms or additional information you require from my side to process this request. I appreciate your understanding and consideration in this matter.

Thank you for your attention to this request. I look forward to your prompt response.

Sincerely,

[Your Name]