

Proposal for Altered Loan Agreement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Proposal for Altered Loan Agreement

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally propose alterations to our current loan agreement regarding [insert loan amount or loan purpose], originally dated [insert original loan date].

Due to [briefly explain reason for alteration, e.g., changes in income, unexpected expenses, etc.], I kindly request your consideration regarding the following amendments:

- Adjustment of the repayment schedule to [insert new schedule].
- Change of interest rate from [current rate] to [proposed rate].
- [Any additional requests regarding the loan terms].

I am committed to ensuring that this loan is repaid, and these changes would significantly alleviate my current financial burden while still fulfilling my obligations. I appreciate your understanding and consideration in this matter.

Please let me know a convenient time for us to discuss this proposal further. Thank you for your attention to this request. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]