

Letter of Inquiry for Loan Modification

[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 letter finds you well. I am writing to formally request a loan modification on my mortgage account, [Your Account Number]. Due to [briefly explain your financial hardship, e.g., loss of employment, medical expenses, etc.], I am currently facing difficulty in making my monthly payments.

I wish to provide my financial statements and any necessary documentation to support my request for a loan modification. My goal is to find a sustainable solution that will help me remain in my home while fulfilling my obligation to your institution.

Could you please provide me with the necessary steps to initiate this process? I appreciate your attention to my situation and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]