

[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]

Dear [Lender's Name],

I hope this message finds you well. I am writing to follow up on my recent request for a loan restructuring due to my current employment situation. As I mentioned in my previous correspondence on [insert date of initial request], I am actively seeking new job opportunities and am facing some financial challenges in the interim.

I would appreciate any updates regarding the status of my request, as well as any options that may be available to assist me during this transition period. I am committed to fulfilling my obligations and would like to discuss how we can work together to find a solution.

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

Sincerely,

[Your Name]