

Loan Repayment Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[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 discuss my outstanding loan repayment with [Loan Account Number]. Unfortunately, due to [briefly explain reason, e.g., unexpected financial difficulties], I have been unable to make the required payments.

I understand my obligations and want to work towards a resolution. I would like to propose a revised repayment plan that I believe would be manageable for me while ensuring that my debt is cleared. I suggest [provide specific terms, e.g., reduced payments over an extended period or a temporary deferment].

I appreciate your understanding and support in this matter and hope we can come to a mutually agreeable solution. Please let me know a convenient time for us to discuss this further.

Thank you for your consideration.

Sincerely,

[Your Name]