

# Loan Postponement Request

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 letter finds you well. I am writing to formally request a postponement of my loan payments due to unforeseen financial hardship. My loan account number is [Account Number].

Unfortunately, I have been experiencing significant financial difficulties due to [briefly explain your situation, e.g., job loss, medical expenses, etc.]. As a result, I am struggling to meet my monthly payment obligations.

To support my request, I am attaching relevant documentation, including [list any documents you are including such as pay stubs, medical bills, etc.].

I kindly ask for your understanding and consideration during this difficult time. I would greatly appreciate the opportunity to discuss my situation and explore options for payment postponement or restructuring.

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

Sincerely,

[Your Name]