

Financial Hardship Notification for Loan Adjustment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally notify you of my current financial hardship which has significantly affected my ability to meet my loan obligations for the account number [Account Number].

Due to [briefly explain the reason for financial hardship, e.g., job loss, medical expenses, etc.], I am facing difficulties in making my regular payments. Despite my efforts to manage my finances, I find myself unable to keep up with the current payment schedule.

I kindly request your assistance in adjusting my loan terms to better fit my current financial situation. Options such as a temporary forbearance, a modified payment plan, or any other possible solutions would be greatly appreciated.

Thank you for considering my request. I look forward to your prompt response so we can discuss possible solutions. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]