

# Request for Adjusted Loan Payments

**Date:** [Insert Date]

**Your Name:** [Insert Your Name]

**Your Address:** [Insert Your Address]

**Your City, State, ZIP:** [Insert City, State, ZIP]

**Your Loan Account Number:** [Insert Account Number]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an adjustment to my loan payment schedule due to [briefly explain your reason, e.g., unforeseen financial difficulties, job loss, medical expenses, etc.]. This situation has impacted my ability to maintain the current payment terms.

Currently, my scheduled monthly payment is [Insert Amount]. Due to my circumstances, I would like to propose adjusted payments of [Insert Proposed Amount] for the next [Insert Duration, e.g., three months]. I believe this temporary adjustment would provide me with the necessary time to stabilize my financial situation.

I am committed to fulfilling my obligations and hope to return to the original payment terms as soon as possible. I appreciate your understanding and consideration of my request.

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

Sincerely,

[Your Name]

[Your Contact Information]