

Request for Flexible Loan Repayment Terms

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Bank or Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a modification of the repayment terms for my loan, account number [Your Account Number]. Due to [brief explanation of circumstances such as financial hardship, change in employment, etc.], I am finding it increasingly difficult to meet the current repayment schedule.

I kindly request the possibility of restructuring my loan repayment terms to offer more flexibility. Specifically, I would appreciate [insert your proposed changes, e.g., an extended repayment period, lower monthly payments, or a temporary forbearance]. I believe these adjustments will enable me to continue making payments and fulfill my obligations under the loan agreement.

I have been a loyal customer for [number of years] and have always made my payments on time. I truly value my relationship with [Bank/Lender's Name] and hope we can work together to find a solution that benefits both parties.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]