

Notification of Revised Loan Repayment Plan

Date: [Insert Date]

Borrower Name: [Insert Borrower Name]

Address: [Insert Borrower Address]

Dear [Borrower Name],

We hope this message finds you well. We are writing to inform you of a revised loan repayment plan concerning your loan account with us.

Loan Account Number: [Insert Account Number]

After reviewing your current financial situation and considering your request, we have adjusted the repayment terms as follows:

- New Monthly Payment: [Insert New Monthly Payment]
- Revised Loan Duration: [Insert New Loan Duration]
- New Due Date: [Insert New Due Date]

Please take note that this revised plan will take effect from [Insert Effective Date]. We encourage you to reach out to us if you have any questions or need further assistance.

Thank you for your continued cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Contact Information]