

Response to Loan Repayment Alteration Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, ZIP Code]

Dear [Lender's Name],

Thank you for your letter dated [insert date of lender's letter], regarding the request for alteration of loan repayment terms on my account #[insert account number]. I appreciate your understanding of my current financial situation.

After reviewing my budget and the proposed changes, I believe that the following adjustments would be more manageable: [insert proposed changes here, e.g., "a temporary reduction in monthly payments" or "extending the loan term"].

These adjustments will enable me to continue making consistent payments while navigating my financial difficulties. I am committed to fulfilling my obligations and sincerely hope we can reach an agreeable solution.

Please let me know how we can move forward with these proposed terms. I look forward to your response.

Thank you for your consideration.

Sincerely,

[Your Name]