

Request for Restructuring Business Loan Debt Obligations

Date: [Insert Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request a restructuring of the debt obligations related to our existing business loan, account number [Insert Account Number]. Due to [briefly explain reason such as economic downturn, loss of clients, etc.], our business has faced financial challenges that have affected our ability to meet the current repayment schedule.

In light of these circumstances, we kindly ask you to consider adjusting the terms of our loan. Specifically, we would like to discuss [propose specific changes, e.g., extending the payment period, lowering interest rates, etc.]. This restructuring will allow us to stabilize our finances and ensure continued repayment of the loan.

We value our relationship with [Lender's Institution Name] and are committed to fulfilling our obligations. We believe that with these adjustments, we can enhance our financial stability and resume timely payments.

I would appreciate the opportunity to discuss this matter at your earliest convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address]. Thank you for considering our request.

Sincerely,

[Your Name]

[Your Position]

[Your Business Name]

[Your Business Address]

[City, State, Zip Code]