

Federal Student Loan Forbearance Request

Your Name: [Your Name]

Your Address: [Your Address]

City, State, ZIP Code: [City, State, ZIP]

Email Address: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

Loan Servicer Name: [Loan Servicer]

Loan Servicer Address: [Servicer Address]

Dear [Loan Servicer],

I am writing to formally request a forbearance on my federal student loans due to [reason for request, e.g., financial hardship, medical issues, etc.]. My loan account number is [Your Loan Account Number].

I have been experiencing [brief explanation of your situation] and I believe that a temporary forbearance will allow me the necessary time to manage my financial commitments properly.

According to Federal Student Aid guidelines, I understand that forbearance is an option available to borrowers who are unable to make their scheduled loan payments. I would greatly appreciate your assistance in processing my request as soon as possible.

Thank you for your consideration. I look forward to your prompt response.

Sincerely,

[Your Name]