

Debt Modification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name or Department],

I hope this letter finds you well. I am writing to formally request a modification of my current debt agreement due to [briefly explain your financial hardship or change in circumstances].

Account Number: [Insert Account Number]

Outstanding Balance: [Insert Balance Amount]

In light of my current situation, I would like to propose the following modifications:

- Reduced monthly payment amount
- Extended repayment term
- Lower interest rate

I believe that these changes will allow me to manage my payments more effectively and ultimately fulfill my obligation to you.

Please let me know your thoughts on this proposal. I am hopeful we can reach a mutually agreeable solution.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]