

# Clarification on Grace Period Eligibility

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to seek clarification regarding the eligibility criteria for the grace period associated with [specific program or loan, etc.]. I have thoroughly reviewed the guidelines but would appreciate further details to ensure I fully understand the requirements.

Specifically, I would like to know:

- The exact conditions under which the grace period is granted.
- Any documentation I need to provide to confirm my eligibility.
- The duration of the grace period.
- Any repercussions if I do not meet the eligibility criteria.

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

Sincerely,

[Your Name]