

Letter of Inquiry for Interest Rate Modification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

[Recipient's Name]

[Recipient's Title]

[Company/Bank's Name]

[Company/Bank's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the possibility of modifying the interest rate on my loan/account [insert account number or type of loan]. Due to [briefly explain the reason for inquiry, e.g., market changes, financial hardship, etc.], I would appreciate any information regarding available options for adjusting the interest rate.

Understanding current loan terms can be crucial for my financial planning, and I am eager to explore any possible solutions that could be beneficial for both parties.

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

Sincerely,

[Your Name]