

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Recipient Name
Title
Company/Bank Name
Address
City, State, Zip Code

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request a modification to the interest rate on my existing loan (Loan Account Number: [Your Loan Number]) with [Company/Bank Name].

Due to [brief explanation of your situation, e.g., financial hardship, changes in market rates], I believe that a review of my current interest rate is warranted. I have been a loyal customer for [duration of your relationship with the company] and have consistently made my payments on time.

I kindly ask you to consider my request and provide a revised interest rate that reflects my current financial situation. I am confident that this adjustment will enable me to meet my obligations more effectively.

Thank you for your attention to this matter. I look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.

Sincerely,

[Your Name]