

Loan Hardship Modification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a modification to my personal loan account #[Insert Account Number] due to financial hardships I am currently facing. My circumstances have changed significantly since I originally took out the loan, and I am finding it increasingly difficult to keep up with the current payment terms.

As a result of [briefly explain your hardship, e.g., job loss, medical issues], I am requesting a reduction in my monthly payments to a more manageable amount. I believe that with a temporary adjustment, I will be able to continue making regular payments and avoid further financial distress.

I appreciate any assistance you can provide during this challenging time. Please let me know what documentation you require or if there are specific forms I need to complete in order to facilitate this request.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]