

# Payment Modification Appeal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

[Recipient Name]

[Company Name]

[Company 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 payment terms of my appliance finance agreement, account number [Insert Account Number]. Due to [brief explanation of your financial situation or reason for request], I am facing challenges in meeting the current payment schedule.

In light of these circumstances, I kindly ask for your consideration in adjusting my payment plan to a more manageable amount or extending the payment period. I believe that this modification will enable me to meet my obligations more effectively while ensuring that I can continue to honor my financial commitments to your company.

I appreciate your attention to this matter and am hopeful for a positive response. Should you require any additional information or documentation, please do not hesitate to reach out to me.

Thank you for your understanding.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]