

Application for Loan Restructuring

Date: [Insert Date]

To,
[Lender's Name]
[Lender's Address]
[City, State, Zip Code]

Subject: Application for Loan Restructuring with Waived Fees

Dear [Lender's Name],

I am writing to formally request the restructuring of my existing loan account, #[Insert Loan Number], due to [brief explanation of the reason, e.g., financial difficulties, change in circumstances].

Given my current situation, I would like to request that any associated fees for this restructuring be waived. This would greatly assist me in managing my finances and ensuring timely repayment moving forward.

I appreciate the support your institution has provided me in the past and hope for a favorable consideration of my request. Please let me know if any additional documentation is required to process this application.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Contact Number]
[Your Email Address]