

Payment Arrangement Proposal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

Subject: Proposal for Payment Arrangement on Loan Account Number [Insert Account Number]

I hope this letter finds you well. I am writing to discuss my current financial situation regarding my loan agreement with you, account number [Insert Account Number]. Due to [briefly explain your situation], I am unable to meet the original payment terms at this time.

I would like to propose a new payment arrangement to ensure that I continue to honor my obligation while managing my financial difficulties. I propose to make payments of [Insert Proposed Amount] per [week/month] starting from [Insert Start Date] and continuing until [Insert End Date]. This arrangement will allow me to repay the loan in a manageable manner.

I believe that this adjusted payment plan will benefit both of us, as it ensures my continued commitment to repaying the loan while also adapting to my current circumstances.

I kindly ask for your consideration of this proposal and hope we can reach an agreement that works for both parties. Thank you for your understanding and support during this time. I look forward to your favorable response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]