

# Notification of Temporary Loan Payment Suspension

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],

I hope this message finds you well. I am writing to formally notify you of my request for a temporary suspension of my loan payments for the following loan:

**Loan Account Number:** [Insert Account Number]

Due to [brief explanation of the reason, e.g., financial hardship, medical emergency, etc.], I am unable to meet my current payment obligations. I kindly request a temporary suspension of payments starting from [Start Date] to [End Date].

I assure you that I remain committed to fulfilling my loan obligations and will resume payments as per the agreed schedule after the suspension period.

Thank you for your understanding and consideration. I look forward to your prompt response regarding this request.

Sincerely,

[Your Name]