

# Loan Rescheduling Request

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

[Date]

[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 request a rescheduling of my loan agreement due to unforeseen financial hardship that I am currently experiencing.

My loan account number is [Your Loan Account Number], and I have been a dedicated client since [Year]. Unfortunately, due to [briefly explain your financial hardship, e.g., loss of job, medical expenses], my ability to make the scheduled payments has been severely impacted.

I am committed to fulfilling my loan obligations and would like to propose a modification of my payment schedule. I believe that with a reduced payment plan or a temporary deferment, I can regain control of my financial situation and continue making payments.

Thank you for considering my request. I am hopeful for a positive response and am more than willing to provide any necessary documentation to support my case. Please feel free to contact me at your earliest convenience.

Sincerely,  
[Your Name]