

Application for New Loan Payment Arrangement

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Date: [Date]

Dear [Lender's Name],

I am writing to formally request a new arrangement for my loan payment schedule. My account number is [Account Number]. Due to [briefly explain reason for request, e.g., financial hardship, unexpected expenses, etc.], I am unable to maintain my current payment plan.

I would like to propose the following terms for my new payment arrangement:

- Payment Amount: [Proposed Payment Amount]
- Payment Frequency: [Weekly/Bi-weekly/Monthly]
- Proposed Start Date: [Start Date]
- Proposed Duration: [Duration]

I appreciate your understanding and consideration of my request. I am committed to fulfilling my obligations and believe this new arrangement will help me achieve that. Please let me know if you require any additional information or documentation to process my request.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]