

Justification for Altering Loan Payment Agreement

Date: [Insert Date]

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

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request a modification to my current loan payment agreement for loan account number [Insert Account Number]. Due to [briefly explain the reason, e.g., unexpected financial hardship, change in employment, medical expenses], I am finding it increasingly difficult to meet the current payment schedule.

Specifically, I am requesting the following changes to my loan payment agreement: [list specific changes, e.g., reduced monthly payment amount, extension of loan term, temporary forbearance]. I believe that these adjustments will allow me to manage my financial obligations more effectively while ensuring that I can continue to make timely payments moving forward.

I understand the importance of fulfilling my loan commitments and I am committed to working closely with you to find a solution that is mutually beneficial. I appreciate your understanding and consideration of my request.

Thank you for your attention to this matter. I look forward to your prompt response.

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