

Letter of Appeal for Revolving Loan Account Adjustments

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Lender's Name],

I am writing to formally request an adjustment to my revolving loan account [Account Number], which I have been managing with your institution. Due to [brief explanation of your circumstances, such as unexpected financial hardship or medical issues], I am currently experiencing difficulties that hinder my ability to keep up with the loan repayments as agreed.

In light of this situation, I kindly request your consideration for an adjustment to the terms of my loan, such as [suggest specific adjustments, e.g., lower interest rate, extended repayment period, temporary payment deferment]. I believe these adjustments would significantly alleviate my financial burden and enable me to continue making payments in a timely manner.

Throughout my time as your customer, I have consistently made my payments; however, [mention any past positive relationship with the lender]. I am committed to resolving this matter and continuing to maintain a positive relationship with [Lender's Company Name].

I appreciate your understanding and consideration of my appeal. I look forward to your prompt response so we can discuss this matter further. Thank you for your attention to my request.

Sincerely,

[Your Name]