

Notification of Change in Financial Situation

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally notify you of a change in my financial situation that may affect my loan obligations. I believe it is important to keep you informed regarding my circumstances.

Due to [briefly explain the reason for the change, e.g., job loss, medical expenses, reduced income], my financial stability has been impacted. As a result, I am currently facing challenges in meeting my regular loan payments.

I am committed to fulfilling my obligations and would appreciate the opportunity to discuss potential options, such as a loan modification or a temporary payment arrangement. Please let me know a convenient time for us to speak or if there are specific documents you require from me.

Thank you for your understanding and support during this difficult time. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]