

# Lease Payment Modification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request a modification to my lease payment terms for the property located at [Property Address]. Due to [brief explanation of reasons such as financial hardship, job loss, etc.], I am currently unable to meet the existing payment schedule.

Therefore, I would like to propose the following modifications to my lease payment:

- New Payment Amount: [Insert proposed amount]
- Effective Date of New Payment: [Insert date]
- Duration of New Payment Terms: [Insert duration]

I appreciate your understanding and hope we can find a suitable arrangement that works for both parties. Please feel free to contact me at [Your Phone Number] or [Your Email Address] to discuss this further.

Thank you for your consideration.

Sincerely,

[Your Name]