

Loan Guarantor Relief Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Institution]

[Lender's Address]

[City, State, Zip Code]

Subject: Request for Loan Guarantor Relief

Dear [Lender's Name],

I am writing to formally request relief as a guarantor for the loan account [Loan Account Number] taken out by [Borrower's Name]. Due to [explain the reason for relief request], I am seeking to be released from my responsibilities as a guarantor.

According to the terms of the loan agreement, I understand that I am obligated to fulfill all responsibilities as a guarantor. However, due to [provide details], I believe it is in the best interest of all parties involved to seek this relief.

I kindly ask that you consider my request and provide guidance on the steps necessary to proceed with this matter.

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

Sincerely,

[Your Name]