

Notice of Amended Loan Repayment Terms

Date: [Insert Date]

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

Dear [Borrower's Name],

We are writing to inform you of the amended terms regarding the repayment of your loan with us, account number [Insert Account Number]. After reviewing your current financial situation and the terms of your loan agreement, we have agreed to the following changes:

Amended Terms:

- **New Monthly Payment:** [Insert New Amount]
- **New Payment Due Date:** [Insert New Due Date]
- **Amended Interest Rate:** [Insert New Interest Rate]
- **Loan Maturity Date:** [Insert New Maturity Date]

Please review these new terms carefully. If you accept these amendments, please sign and return the attached acknowledgment form by [Insert Deadline]. Should you have any questions or concerns regarding these changes, feel free to contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]