

[Date]

Name: [Your Name]

Address: [Your Address]

Lender Name:

Loan #:

To Whom It May Concern:

I am writing to explain my unfortunate situation and request that you review my personal finances to see if I can qualify for any workout option. My number one goal is to keep my home and I would really appreciate the opportunity to do so.

My troubles began on [date]. I started to fall behind on my monthly payments because of financial difficulties created by [provide a brief reason, see below].

[-- Some of the reasons that a lender will consider when granting a forbearance or loan modification:

- adjustable rate mortgage reset - payment shock
- illness or medical bills
- loss of job, unemployment, reduced income, failed business, or job relocation
- death of spouse, co-borrower or family member
- incarceration
- divorce or marital separation
- military duty
- damage to property (natural disaster or unnatural) --]

I believe that my situation is [temporary / permanent]. [Provide an explanation of how you foresee being able to get back on track to making your monthly payments on time. For example, you might want to mention how much money you have saved up to help with bringing your mortgage current. If you are looking for new or additional income such as a second job, explain how long you think it will take for you to do so. It would also be advantageous if you were able to provide the lender with a backup plan in case your first plan of action does not pan out.]

I, [your name], state the information provided above to be true and correct to the best of my knowledge. I can be reached at the address above. My home phone number is: [phone number]. You can also reach me on my cell phone at: [phone number].

Sincerely and respectfully,

[ borrower's signature ]