

Sample Hardship Letter

(Date)

(Your Name)

(Your Address)

Phone: (Your Phone)

Loan #: (Your Loan #)

(Your Lender's Name)

(Lender Address)

Dear Loss Mitigation Department Staff:

I am writing this letter to explain the circumstances that caused us to fall behind on our mortgage payments. We recently contacted (name of foreclosure counselor and agency) to help us prevent foreclosure.

The main reason that caused us to be late is (explain reason for hardship/reason for falling behind in a few short sentences). We will be able to make on-time payments in the future because (explain how situation/income has changed).

(Explain income and expenses or attach a budget)

I have enclosed copies of (budget, bank statements, paystubs, W-2, etc.)

Please consider a workout agreement (or repayment plan, loan modification, etc.) for our loan. We appreciate your willingness to work with us to prevent foreclosure of our home.

Please contact us at (phone number) when you receive this letter so we can talk about our options.

Sincerely,

(Your Signature)