#9: SUSPEND PAYMENTS FOR THE SHORT TERM

Financial Institution Name and Address Date

Subject: Suspend Payments
Account Number
Account Name

Since I signed the foregoing loan agreement to pay $ per month on the account, my financial situation has changed significantly, and I hereby request that I be permitted to suspend monthly payments until , at which time I expect my financial situation to improve.

The circumstances which lead to changes in my financial situation are detailed below:

Changes in my situation may occur sooner than the date indicated above, but for the time being, that is the date requested.

It would help me immensely if you would agree to suspend payments until such time as my financial condition improves. Please call or write me as soon as possible with you decision on this request.

Thank you.

Sincerely,
(your signature)

Your typed name

You may type your name, address, and phone number at the top as your letterhead, or you may type it here in this space.