

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Loan Servicer's Name]
[Loan Servicer's Address]
[City, State, Zip Code]

Subject: Request for CBP Loan Forbearance

Dear [Loan Servicer's Name],

I hope this letter finds you well. I am writing to formally request a forbearance on my loan under the COVID-19 Forbearance Program (CBP). My loan account number is [Your Loan Account Number].

Due to [briefly explain your circumstances, e.g., loss of income, medical expenses, etc.], I am currently facing financial difficulties that have made it challenging for me to meet my monthly payments. I believe that a temporary forbearance would allow me the necessary time to stabilize my financial situation.

I kindly request a forbearance period of [specify duration, e.g., 3 months, 6 months] starting from [desired start date]. I am committed to resuming regular payments and addressing any accumulated payments once I am in a better financial position.

Please find attached any supporting documentation regarding my financial situation. I appreciate your consideration of my request and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]