

[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 Loan Forgiveness

Dear [Loan Servicer's Name],

I hope this letter finds you well. My name is [Your Full Name], and I am a veteran of the [branch of military service, e.g., U.S. Army, U.S. Navy]. I am writing to formally request loan forgiveness for my [type of loan, e.g., student loan, personal loan, etc.], account number [your account number].

Due to my service and the subsequent challenges I have faced, including [briefly explain your situation, e.g., financial hardship, disability, etc.], I am seeking forgiveness for the remaining balance of my loan. I have attached relevant documentation, including [mention any supporting documents you are including, such as military service records, financial statements, or medical records].

I am grateful for the support provided to veterans and would greatly appreciate your assistance in processing my request. I look forward to your response and hope for a favorable outcome.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Veteran Identification Number, if applicable]