

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Lender/Company Name]
[Department Name]
[Company Address]
[City, State, Zip Code]

RE: Notice of Active Duty Military Service and Request for SCRA Protections

Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally notify you of my active duty military service and to request that the interest rate and other protections afforded under the Servicemembers Civil Relief Act (SCRA) be applied to the above-referenced account.

I entered active duty military service on [Start Date of Active Duty]. My current orders are scheduled to end on or about [End Date, if known].

Pursuant to the SCRA, please ensure the following:

- The interest rate on this account is capped at 6% per annum for the duration of my military service.
- All excess interest above 6% is forgiven and not deferred.
- My monthly payments are recalculated to reflect the reduced interest rate.

Attached is a copy of my military orders (or a letter from my commanding officer) confirming my active duty status. If you require any additional documentation, please notify me in writing as soon as possible.

Please confirm in writing once these changes have been applied to my account.

Sincerely,

[Your Signature]

[Your Printed Name]