

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

[Date]

[Lender/Service Name]
[Loss Mitigation Department]
[Lender Address]
[City, State, Zip Code]

RE: Request for Additional Hardship Documentation

Loan Number: [Your Loan Number]
Property Address: [Your Property Address]

To Whom It May Concern,

I am writing in response to your request dated [Date of Request Letter] regarding my application for a mortgage loan modification. You have requested additional proof and clarification concerning the financial hardship I am currently experiencing.

As previously stated, my hardship is due to [Briefly state reason, e.g., job loss, medical illness, divorce]. To further substantiate my claim, I have enclosed the following additional documents:

- [Document Name 1: e.g., Recent Pay Stubs / Unemployment Benefits Statement]
- [Document Name 2: e.g., Medical Bills / Physician's Letter]
- [Document Name 3: e.g., Bank Statements from the last 60 days]
- [Document Name 4: e.g., Signed Hardship Affidavit]

These documents provide further evidence of my current financial situation and my inability to maintain the original terms of my mortgage. I am committed to keeping my home and believe that a loan modification will allow me to resume regular payments that are sustainable for my current budget.

Please let me know if there are any other specific forms or pieces of information required to complete the review of my application. I look forward to hearing from you regarding the status of my request.

Thank you for your time and assistance.

Sincerely,

[Your Signature]

[Your Printed Name]