

[Your Full Name]
[Your Rank/Grade]
[Your Unit/Organization]
[Your Email Address]
[Your Phone Number]
[Date]

[Recipient Name or Organization]
[Department]
[Address]
[City, State, Zip Code]

Subject: Active Duty Military Deployment Hardship Request - [Your Name/Account Number]

To Whom It May Concern,

I am writing to formally notify you that I am an active duty member of the [Branch of Service] and have received official military orders for deployment. My deployment is scheduled to begin on [Start Date] and is expected to last until approximately [End Date].

Due to the nature of this deployment to [Location/Overseas], I will face significant logistical and financial hardships, including:

- Limited access to communication and banking facilities.
- Reduction in household income or increased expenses related to family care.
- Inability to manage or utilize [Service/Property/Agreement] during my absence.

Under the Servicemembers Civil Relief Act (SCRA) and in light of these circumstances, I am requesting the following: [State your specific request, e.g., interest rate reduction, contract termination, or payment deferral].

Attached to this letter is a copy of my official deployment orders. Please update my records to reflect my current status and confirm receipt of this request in writing.

Thank you for your support of our service members and for your prompt attention to this matter. I can be reached at [Email/Phone] or through my designated Power of Attorney, [Name], at [Contact Info] if you require further information.

Sincerely,

[Signature]

[Printed Name]