

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

[Date]

[Recipient Name/Lending Institution]
[Department Name]
[Address]
[City, State, Zip Code]

Re: Loan Account Number: [Your Account Number]

Dear [Contact Person Name or Customer Service Department],

I am writing to formally request a reduction in the interest rate currently applied to my [Type of Loan, e.g., Mortgage/Personal Loan/Credit Card] account. My current interest rate is [Current Rate]%, and I am requesting a reduction to [Desired Rate]%.

I am making this request based on the following factors:

- **Market Conditions:** Current market interest rates have significantly decreased since I originally secured this loan.
- **Payment History:** I have maintained a consistent record of on-time payments and have remained in good standing with your institution.
- **Credit Profile:** My credit score has improved since the inception of this loan, qualifying me for more competitive rates.
- **Competitive Offers:** I have received several offers from other lenders providing lower rates than what I am currently paying.

I value my relationship with [Lending Institution Name] and would prefer to continue my business with you rather than refinancing with another provider. A reduction in my interest rate would ensure that my loan remains competitive and sustainable for the long term.

Please review my account and let me know if you can accommodate this adjustment. I look forward to hearing from you regarding the next steps in this process.

Sincerely,

[Your Signature]

[Your Printed Name]