

Current Date: [Date]

From: [Your Full Name]  
Rank/Rate: [Your Rank]  
Address: [Current Mailing Address]  
Phone: [Your Phone Number]  
Email: [Your Email Address]

To: [Lender Name]  
Attn: [Loss Mitigation/Hardship Department]  
Address: [Lender Address]

RE: Financial Hardship Letter for Account Number: [Your Account Number]

To Whom It May Concern,

I am writing this letter to request assistance regarding my financial obligations due to a Permanent Change of Station (PCS) order issued by the [Branch of Service].

I have been ordered to relocate from [Current Base/Location] to [New Base/Location] with a report date of [Report Date]. This mandatory military move has created a significant financial hardship for the following reasons:

- [Example: Double housing expenses during the transition period]
- [Example: Spouse loss of income due to relocation]
- [Example: High cost of living adjustment at the new duty station]
- [Example: Unreimbursed moving expenses]

I am requesting that you review my account for any available relief programs, such as a loan modification, temporary forbearance, or payment plan, as protected or encouraged under the Servicemembers Civil Relief Act (SCRA) and related military financial guidance.

Attached to this letter, please find a copy of my official PCS orders for your verification. My goal is to maintain my financial responsibilities while fulfilling my military duties.

Thank you for your time and for your support of our service members. I look forward to hearing from you regarding possible solutions.

Sincerely,

[Your Signature]

[Your Printed Name]