\*Your Name

\*Your Address

\*Your City + Postcode

Date (i.e. 30 June 2018)

\*Your Debt/Lender Company (i.e. Westpac)

\*Their Address

\*Their City + Postcode

Dear Sir or Madam:

Re: Financial Hardship Application

I am writing to make a Financial Hardship Application for my debt with you, specifically (insert debt name and amount, i.e. Mastercard with a $10,500 outstanding balance)

In making this Financial Hardship Application, I am currently (employed/unemployed).

Recent circumstances have changed significantly in my life meaning that I am unable to service the debt owed to your company at this moment.

Specifically, I (pick one below)

have recently lost my job due to restructuring

have been diagnosed with a serious medical issue

have been involved in an accident

have suffered a change in my matrimonial circumstances/ended my relationship

am in a period of bereavement

This is affecting my current financial situation because (insert 1-2 sentences as to why the reason above has caused financial hardship and a $ example if possible). For example “my relationship breakdown has meant I need to rent a new home while supporting my children in their existing home, leading to a loss of $400/week which I would usually use to repay my debt with you.

I have foreseen that my financial circumstances will worsen in the coming weeks, and I make this application in good faith. I have attached a summary of my financial position.

Thank you for considering my application. The decision to write to you has not been taken lightly and I am available for any further details you might need.

Yours sincerely

\*Your Name