

Date: [Insert Date]

To: [Credit Card Issuer's Name]

Mailing Address: [Credit Card Company Address]

Phone Number: [Credit Card Company Phone Number]

RE: Request for Hardship Assistance Due to Federal Furlough

Dear [Credit Card Issuer's Name or Customer Assistance Department],

I am writing to inform you of a temporary financial hardship due to the current federal furlough affecting my income. As a federal employee, my pay has been suspended during this furlough period, and I am unable to meet my regular financial obligations until normal operations resume.

Because this situation is beyond my control and expected to be temporary, I am requesting your assistance in the form of **payment forbearance, temporary reduction of my interest rate, or a short-term payment plan** to help me remain current on my credit card account. My goal is to maintain good standing with your institution and resume regular payments as soon as my income is restored.

Please let me know what hardship or relief options may be available to furloughed federal employees, and the documentation you may need from me to support this request. I can provide a recent pay statement, furlough notification letter, and any other verification as needed.

I value my relationship with your company and appreciate your understanding during this difficult time. I am hopeful we can work together on a temporary solution that will allow me to meet my obligations once my regular pay resumes.

If you have any questions or need additional information, please contact me at [phone number] or [email address].

Thank you for your time, consideration, and support.

Sincerely,

[Your Full Name]

[Mailing Address]

[Phone Number]

[Email Address]

Credit Card Account Number: [Insert Number]