

RE: _____
Employee's Name

To Whom it May Concern:

I am writing to inform you of a recent work stoppage that has had a significant impact on my income. Due to a strike at Textron Aviation, I am currently facing financial hardship and am unable to maintain my current payment plan.

Considering these circumstances, I kindly request your assistance in granting approval to defer my payment plan until my work resumes. This temporary relief would greatly alleviate my financial strain and allow me to resume regular payments once my income stabilizes.

I assure you that I remain committed to fulfilling my financial obligations and appreciate your understanding during this challenging time. I am willing to provide any additional documentation or information that may be required to process my request.

Please contact me at your earliest convenience to discuss this matter further and to confirm the approval of my request for deferment.

Thank you for your attention to this request. I look forward to your prompt response and appreciate your cooperation in finding a mutually agreeable solution.

Sincerely,

Employee's Name

Address

Phone Number