

## LETTER TO CREDITORS

Date

Creditor Name  
Address  
Account Number

Your Name  
Address  
Phone Number

To Whom It May Concern:

I am writing this letter to request a temporary change in the repayment terms of my account. My Union, AEIF Inc., and the Company I work for, AK Steel, are currently in a labor dispute. As you may or may not know, AK Steel locked out my Union on March 1, 2006 and since I am without a paycheck, I have to make some financial adjustments.

After carefully examining my financial situation, I find it necessary to request that you accept, in place of my regular payment, a reduced payment of \$ \_\_\_\_\_ due on \_\_\_\_\_, or maybe just an interest payment. I assure you that I will add no further debt until my financial situation improves.

I will begin making normal payments again as soon as possible. I regret having to ask for this consideration and hope that you will understand. When there is a change in my situation, I will notify you immediately.

Please respond to this proposal as soon as possible. Your understanding during this difficult time is most appreciated.

Sincerely,