

Post-Checkout Time Permission Request

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request permission to extend my checkout time for my recent purchase.

Order Number: [Insert Order Number]

Due to [briefly explain reason for request, e.g., an unexpected delay, personal circumstances], I kindly ask if I could be granted additional time until [insert new requested date] to complete my checkout process.

I understand the importance of adhering to deadlines and assure you that I will make every effort to finalize my purchase promptly. Thank you for considering my request.

Looking forward to your positive response.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]