

# Loan Extension Request

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an extension on my loan payment due to unforeseen circumstances surrounding my recent job loss. This situation has presented unexpected financial challenges, making it difficult for me to meet the upcoming payment deadline.

My loan account details are as follows:

- Account Number: [Your Account Number]
- Loan Amount: [Original Loan Amount]
- Due Date: [Original Due Date]

I would greatly appreciate any assistance or flexibility you can provide during this challenging time. An extension of [desired extension period] would allow me the necessary time to secure new employment and stabilize my finances.

Thank you for considering my request. I am hopeful for a positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]