

Notice of Anticipated Loan Payment Delay

Dear [Lender's Name],

I hope this message finds you well. I am writing to inform you that I am currently experiencing unforeseen circumstances that may delay my upcoming loan payment, originally due on [Due Date].

Due to [brief explanation of the reason, e.g., medical expenses, job loss, etc.], I anticipate that I will be unable to make the payment on time.

I am committed to fulfilling my obligations and plan to make the payment by [Proposed New Payment Date]. I appreciate your understanding and support during this challenging time.

Please let me know if you require any further information or if there are any forms I need to complete regarding this delay.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]