

Loan Repayment Extension Request

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Lender's Name]
[Lender's Address]
[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request an extension for the repayment of my loan [Loan Number/Account Number], which is due on [Original Due Date]. Due to [brief explanation of your situation], I am unable to meet the original repayment terms.

I am kindly requesting an extension of [number of months] months, with a new proposed repayment date of [Proposed New Due Date]. I have attached supporting documentation, including [list supporting documents such as proof of income, medical records, etc.], to demonstrate my current financial situation.

I appreciate your understanding and assistance in this matter. Please let me know if you require any additional information or documentation.

Thank you for considering my request.

Sincerely,
[Your Name]

Attachments:

- [Document 1]
- [Document 2]
- [Document 3]