

Letter of Request for Personal Loan Repayment Extension

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Company]

[Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request an extension on the repayment of my personal loan (Account Number: [Insert Account Number]). Due to [brief explanation of circumstances], I find myself in a position where I am unable to meet the current repayment terms.

I kindly request an extension of [specify duration, e.g., three months] to allow me sufficient time to stabilize my financial situation. I am committed to fulfilling my obligations and can assure you that this extension will enable me to adhere to my repayment schedule more comfortably.

Thank you for considering my request. I appreciate your understanding and support during this challenging time. I look forward to your response.

Sincerely,

[Your Name]