

Request for Delayed Salary Loan Extension

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an extension for my delayed salary loan, account number [Your Account Number]. Due to unforeseen circumstances, I am currently experiencing temporary financial difficulties that have hindered my ability to meet the repayment schedule.

As a responsible borrower, I have always made timely payments and intend to continue honoring my obligations. I kindly request an extension of [number of days/weeks/months] to allow me the opportunity to stabilize my financial situation. I believe that with this extension, I will be able to resume regular payments promptly.

I appreciate your understanding and consideration regarding this matter. Please let me know if you require any additional information or documentation to process my request.

Thank you for your attention to this request. I look forward to your favorable response.

Sincerely,

[Your Name]