

Rental Payment Extension Request

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request an extension for my upcoming rental payment due on [insert due date]. Due to [brief explanation of circumstances, e.g., unexpected medical expenses, temporary job loss], I am unable to make the payment on the scheduled date.

I kindly ask for an extension of [specify duration, e.g., one week, two weeks] to make the rent payment. I assure you that I am committed to fulfilling my rental obligations and will make every effort to ensure timely payment before the new proposed date of [insert new proposed date].

Thank you for considering my request. I appreciate your understanding and support during this time. Please let me know if you would like to discuss this matter further.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]