Request for Temporary Stay Extension

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

Dear [Embassy Official's Name],

I am writing to formally request an extension of my temporary stay in [Country]. My current visa is set to expire on [Expiration Date], but due to unforeseen circumstances, I am unable to return to [Home Country] as planned.

The circumstances that necessitate my request include [briefly explain the unforeseen circumstances, e.g., medical issues, travel restrictions, family emergencies, etc.]. I have attached relevant documentation supporting my situation.

I kindly ask for your understanding and assistance in granting me an extension of my stay for an additional [number of days/months requested]. I am committed to complying with all visa regulations and will ensure that my stay is within the legal framework.

Thank you for considering my request. I appreciate your attention to this matter and look forward to your positive response.

Sincerely,

[Your Name]