

# Debt Extension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I hope this message finds you well. I am writing to formally request an extension on my current debt obligation with you, originally due on [Insert Due Date]. Due to [briefly explain your reason, e.g., unforeseen circumstances, financial difficulties], I am unable to meet the payment deadline.

I kindly ask for an extension of [specific period, e.g., 30 days] to enable me to arrange for the necessary funds. I assure you that I am committed to fulfilling my obligations and appreciate your understanding in this matter.

Thank you for considering my request. I look forward to your favorable response.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]