

Request for Extended Debt Repayment Schedule

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Creditor's Name]

[Creditor's Address]

[City, State, Zip Code]

Dear [Creditor's Name],

I hope this letter finds you well. I am writing to formally request an extension on my debt repayment schedule for account number [Your Account Number]. Due to [briefly explain your situation, e.g., unforeseen medical expenses, job loss, etc.], I am currently facing financial difficulties that hinder my ability to meet the original repayment terms.

In light of these circumstances, I kindly ask for your consideration in extending my repayment period. A more manageable schedule would greatly assist me in regaining my financial footing while ensuring that I can continue to meet my obligations to you.

I am committed to resolving this matter and am willing to discuss alternative repayment terms that could work for both parties. I appreciate your understanding and consideration of my request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]