

Loan Extension Request Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Lender's Name]
[Lender's Address]
[City, State, Zip Code]

Subject: Request for Extension on Legal Professional Loan

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an extension on my legal professional loan, account number [Insert Account Number], which is currently due on [Insert Due Date]. Due to [briefly explain reason for extension request, e.g., personal circumstances, unexpected financial challenges], I am unable to meet the repayment deadline.

Given my commitment to fulfilling my financial obligations, I would greatly appreciate your consideration of a loan extension of [insert desired extension period, e.g., three months] to allow me to stabilize my financial situation.

I believe that this additional time will enable me to resume regular payments promptly. I am willing to discuss any terms or conditions you may require for this extension.

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

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]