

Request for Loan Maturity Date Revision

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request a revision of the maturity date on my loan, with account number [Your Loan Account Number], originally set to mature on [Original Maturity Date].

Due to [brief explanation of circumstances leading to the request], I kindly ask for an extension of the loan maturity date to [Proposed New Maturity Date]. This adjustment will greatly assist me in managing my financial obligations more effectively.

I appreciate your consideration of my request and I am willing to discuss any terms or conditions that may accompany this revision. Please feel free to contact me at your convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]