

Loan Repayment Extension Request

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]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an extension for my loan repayment due on [Insert Due Date] for Loan Account Number [Insert Account Number].

Due to [briefly explain your reason, e.g., unforeseen circumstances, job loss, medical expenses], I am currently facing financial difficulties and am unable to meet the payment deadline.

I kindly ask for an extension of [insert the period you need, e.g., 30 days, 60 days] for my loan repayment. This extension would provide me with the opportunity to arrange my finances and ensure that I can fulfill my obligations to you.

I appreciate your understanding and consideration of my request. I am committed to resolving my financial situation and continuing to make timely payments as soon as possible.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]