

Loan Repayment Extension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request an extension of the repayment terms for my loan account [insert loan account number]. Due to [briefly explain your reason, e.g., unforeseen financial circumstances, job loss, medical expenses], I am currently facing challenges in meeting the original repayment schedule.

I would greatly appreciate the opportunity to discuss possible extended repayment terms that may alleviate my current financial burden. I am committed to fulfilling my obligations and ensuring that my repayments continue in a manageable way.

Thank you for considering my request. I look forward to your positive response and hope to find a mutually agreeable solution.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]