

Request for Hardship Loan Extension

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Loan Officer's Name]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Loan Officer's Name],

I am writing to formally request an extension on my hardship loan, account number [Your Account Number], due to unforeseen financial difficulties. The current terms of the loan are proving to be challenging, and I am seeking your understanding and support during this difficult time.

Due to [briefly explain your hardship, e.g., job loss, medical emergency, etc.], I have found it increasingly difficult to meet my payment obligations. I believe that with an extension, I can stabilize my financial situation and continue to honor my commitment to the loan.

I kindly request an extension of [specific time frame you are requesting] to allow me the time needed to regain my financial footing. I appreciate your consideration of my request and would be grateful for any assistance you can provide in this matter.

Thank you for your understanding. I look forward to your positive response.

Sincerely,

[Your Name]