

# Request for Extension of Debt Payment Deadline

Date: [Insert Date]

To: [Creditor's Name]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Creditor's Name],

I hope this message finds you well. I am writing to formally request an extension on my debt payment due date originally scheduled for [insert due date]. Due to [briefly explain reasons, e.g., unexpected medical expenses, job loss, etc.], I am currently facing financial difficulties that have hindered my ability to fulfill my obligations on time.

I am committed to resolving this matter and would appreciate your consideration of my request to extend the payment deadline to [insert proposed new due date]. This additional time would greatly assist me in stabilizing my financial situation, allowing me to make the required payment in full.

Thank you for considering my request. I sincerely hope to maintain a positive relationship and would appreciate any accommodations you can provide. I look forward to your favorable response.

Best regards,

[Your Name]