

Request for Loan Extension

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Company]

[Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request an extension on my current loan (Loan Number: [Loan Number]) due to unexpected family emergencies that have arisen recently. The situation has placed a significant financial burden on me, making it challenging to meet the original repayment schedule.

Given these circumstances, I kindly ask for your consideration in extending the payment due date by [proposed extension period]. This additional time would greatly assist me in managing my finances and ensuring that I can continue to meet my obligations.

Thank you for considering my request. I appreciate your understanding and look forward to your prompt response.

Sincerely,

[Your Name]