

Request for Loan Period Extension

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[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 loan period for my account, [Loan Account Number], due to unexpected financial hardship.

Due to [brief explanation of the circumstances causing financial hardship], I am currently facing challenges in meeting my loan repayment obligations. I am committed to fulfilling my financial responsibilities, and I believe that a temporary extension would provide me with the necessary time to stabilize my situation.

I kindly request that you consider extending the loan period by [specific duration, e.g., three months], which would greatly assist me in navigating this challenging time. I assure you that I am taking all necessary steps to improve my financial situation and will continue to maintain communication regarding my progress.

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

Sincerely,
[Your Name]