

# Request for Loan Payment Extension

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request an extension on my loan payment due on [insert due date] for loan account number [insert loan account number].

Due to [brief explanation of the circumstances, e.g., unexpected medical expenses, job loss, etc.], I am currently facing financial challenges that make it difficult for me to meet the payment deadline. I would greatly appreciate your understanding and consideration in granting me an extension of [insert the requested extension period].

I am committed to fulfilling my obligations and believe that with your support, I can navigate through this challenging time. I am hopeful for a favorable response and am open to discussing alternative arrangements if necessary.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]