

Request for Extension of Loan Payment Deadline

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[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 of the payment deadline on my loan account, [Your Loan Account Number]. Due to unforeseen circumstances, I am currently experiencing financial difficulties that have hindered my ability to meet the upcoming payment deadline.

I have always valued my relationship with [Lender's Institution Name] and take my repayment obligations very seriously. However, these unexpected events have made it challenging for me to adhere to the original schedule. I am therefore kindly requesting an extension of [specific duration, e.g., 30 days] to allow me the necessary time to stabilize my finances.

Thank you for considering my request. I truly appreciate your understanding and support during this difficult time, and I look forward to your positive response.

Sincerely,

[Your Name]