

Loan Renewal Appeal

[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 the renewal of my short-term loan originally taken out on [Loan Start Date], with the account number [Account Number].

Due to [brief explanation of circumstances, e.g., unexpected expenses, temporary financial difficulties], I find myself in need of extending the repayment period. I have made consistent payments and have always valued our lending relationship.

Given these circumstances, I kindly ask for your consideration in renewing the loan for an additional [desired period, e.g., 6 months, 1 year]. I believe that this extension will allow me to meet my obligations without further financial strain.

I appreciate your time and understanding, and I look forward to your favorable response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Name]