

Loan Repayment Extension Inquiry

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 repayment for the [Loan Type/Account Number] due on [Due Date].

Due to [briefly explain your reason, e.g., unexpected financial difficulties, medical expenses, etc.], I am facing challenges in meeting the current repayment terms. I am committed to fulfilling my obligations and would appreciate your understanding in this matter.

Therefore, I kindly request an extension of [number of months] months to allow me time to stabilize my finances. I believe this will enable me to continue making timely payments afterward.

Thank you for considering my request. I look forward to your response.

Sincerely,

[Your Name]