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

[Date]

[Lender/Servicer Name]
[Foreclosure Department]
[Address]
[City, State, Zip Code]

Re: Request for Additional Extension of Sale Date
Loan Number: [Your Loan Number]
Property Address: [Your Property Address]

To Whom It May Concern,

I am writing to formally acknowledge the Notice of Postponement regarding the sale of my property, which has been rescheduled to [New Sale Date]. While I appreciate this postponement, I am writing to respectfully request an additional extension of [Number of Days/Weeks] beyond the current date.

The reason for this request is [State reason, e.g., to finalize a pending short sale, wait for a decision on a loan modification application, or secure alternative financing]. Providing this additional time will allow for a resolution that avoids foreclosure and benefits both parties.

I have attached [List any supporting documents, such as a purchase agreement or loss mitigation status] to demonstrate the progress being made. I am committed to resolving this matter promptly and will keep your office updated on any developments.

Please confirm in writing if this request for additional time has been granted. I can be reached at [Your Phone Number] if you require further information.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]