

Personal Loan Balance Confirmation Request

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 request a confirmation of the current balance on my personal loan account with the reference number [Insert Loan Reference Number].

As part of my financial planning, I would appreciate it if you could provide me with the total outstanding balance as of [Insert Current Date]. Additionally, please include any relevant details regarding upcoming payments or potential fees associated with my loan.

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

Sincerely,

[Your Name]