

Investment Maturity Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally confirm the maturity of my investment in [Investment Name/Type] which was due on [Maturity Date]. The total amount of the investment was [Investment Amount] and I would like to inquire about the process for the disbursement of the funds.

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

Sincerely,

[Your Name]