

# Notification of Partial Loan Payment Submission

Date: [Insert Date]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to inform you that I have submitted a partial payment for my loan account number [Loan Account Number]. The payment of [Amount] was made on [Payment Date].

Please update my account accordingly to reflect this payment. Should you require any further information or documentation, do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]