

# Loan Payoff Verification Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Loan Provider's Name]

[Loan Provider's Address]

[City, State, Zip Code]

Dear [Loan Provider's Name],

I am writing to formally appeal for verification of the payoff amount for my loan account [Account Number]. I have recently [explain the situation briefly, e.g., sold the property, settled the loan, etc.], and I need confirmation of the outstanding balance as of [specific date].

It is crucial for me to ensure that all obligations are settled accurately. Therefore, I kindly request a detailed statement that reflects the payoff amount, including any applicable fees or interest accrued up to the stated date.

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

Sincerely,

[Your Name]