

Request for Loan Forgiveness

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]

Subject: Request for Loan Forgiveness

Dear [Lender's Name],

I am writing to formally request forgiveness for my loan with account number [Insert Loan Number]. I have [explain your situation briefly, e.g., completed the necessary payments, fulfilled the criteria for forgiveness, etc.].

Attached are the required documents supporting my request:

- [Document 1]
- [Document 2]
- [Document 3]

I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your consideration.

Sincerely,

[Your Name]