

Debt Inquiry Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to inquire about a personal loan that I took out on [loan date] with your institution. The loan account number is [account number].

Due to recent financial challenges, I am seeking clarification regarding the current status of my loan, including remaining balance and any potential options I may have for managing my debt effectively.

I would appreciate it if you could send me detailed information regarding my account, as well as any recommendations you may have for someone in my situation.

Thank you for your attention to my inquiry. I look forward to your prompt response.

Sincerely,

[Your Name]