

Notification of Loan Rate Change

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you that your loan with us has been successfully switched to a fixed rate loan as per your request. This change will take effect on [Insert Effective Date].

The fixed interest rate is set at [Insert Interest Rate]% for the duration of [Insert Loan Term]. This will provide you with consistent monthly payments, making budgeting easier.

If you have any questions regarding this change or if you need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Your Company Name]. We appreciate your business.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]