

Letter of Acknowledgment of Voluntary Repossession

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

Subject: Acknowledgment of Voluntary Repossession

I am writing to formally acknowledge the voluntary repossession of my [Description of the Item, e.g., vehicle, equipment, etc.] with the account number [Account Number]. As discussed, I understand the terms of the repossession process and confirm my decision to return the item voluntarily to your institution.

Please let me know the next steps I need to follow to complete this process and if there are any documents I need to provide. I appreciate your assistance and understanding in this matter.

Thank you for your attention to this matter.

Sincerely,

[Your Name]