

Loan Account Transfer Notification

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you that your loan account with us, Account Number: [Insert Account Number], will be transferred to [New Institution's Name] effective [Effective Date]. This transfer is part of our ongoing commitment to provide you with the best financial services.

Your loan details are as follows:

- Loan Amount: [Insert Loan Amount]
- Interest Rate: [Insert Interest Rate]
- Monthly Payment: [Insert Monthly Payment]
- Remaining Balance: [Insert Remaining Balance]

Please rest assured that the terms of your loan will remain unchanged, and your payment schedule will continue as before. We will keep you updated on the transfer process, and you will receive further communication from [New Institution's Name] shortly.

If you have any questions or concerns, please do not hesitate to contact us at [Insert Contact Information].

Thank you for being a valued customer.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]