

Request for Refinance Loan: Fixed Rate Conversion

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To: [Lender's Name]

[Lender's Company]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a refinance loan for the conversion of my current variable-rate mortgage to a fixed-rate mortgage. My loan account number is [Insert Loan Account Number].

With the current economic climate and fluctuating interest rates, I believe a fixed-rate mortgage would provide me with the financial stability and predictability that I seek.

Attached to this letter, you will find the necessary documentation to support my request, including my financial statements and credit report.

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

Thank you for your assistance.

Sincerely,

[Your Name]