

Loan Payment History Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request a detailed payment history for my loan with account number [Insert Account Number]. I would like to review my payment records for [specify duration, e.g., "the past year"].

Understanding my payment history is important for my financial planning. Therefore, I would appreciate it if you could provide this information at your earliest convenience.

Thank you for your attention to this matter. Should you require any further information, please do not hesitate to contact me.

Sincerely,

[Your Name]