

Loan Balance Statement

Date: [Insert Date]

To,
[Recipient's Name]
[Recipient's Address]
[City, State, ZIP]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to provide you with the details regarding your remaining loan balance as of [Insert Date].

Loan Account Details:

Loan Account Number: [Insert Loan Account Number]

Original Loan Amount: \$[Insert Amount]

Remaining Balance: \$[Insert Remaining Balance]

Next Payment Due Date: [Insert Due Date]

We appreciate your timely payments and commitment to fulfilling your loan obligations. If you have any questions or require further information regarding your loan balance, please do not hesitate to contact us at [Insert Contact Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Company Address]
[City, State, ZIP]
[Contact Number]