

# Final Payoff Amount Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name or Customer Service],

I am writing to request the final payoff amount for my loan account number [Insert Account Number]. As I am planning to settle this account, I would appreciate it if you could provide the necessary information regarding the total payoff amount, including any applicable fees and the deadline for payment.

Please let me know if you require any further information to process my request. I look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]