

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Mortgage Department

Lender's Name

Lender's Address

City, State, Zip Code

Subject: Request to Verify Mortgage Account Details

Dear [Lender's Name or Mortgage Representative],

I hope this letter finds you well. I am writing to request verification of my mortgage account details associated with the account number [Your Account Number].

Due to some discrepancies I have noticed, I would appreciate it if you could provide me with the following information:

- Current balance of the mortgage
- Interest rate applied
- Payment history for the last 12 months
- Any pending charges or adjustments

Thank you for your prompt attention to this matter. I look forward to your response at your earliest convenience.

Sincerely,

Your Name