

Formal Request for Mortgage Payment Proof

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company/Bank Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request proof of my mortgage payments for the property located at [Property Address]. This documentation is needed for [state the purpose, e.g., tax filing, loan application, etc.].

Please include payment history starting from [start date] to [end date]. You may send this information to my address listed above or via email at [Your Email Address].

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

Sincerely,

[Your Name]