

# Variable-Rate Loan Adjustment Update

Date: [Insert Date]

Dear [Account Holder's Name],

We hope this message finds you well. We are writing to inform you of an upcoming adjustment to your variable-rate loan.

Your current interest rate of [Current Interest Rate]% will be adjusted to [New Interest Rate]% effective [Effective Date]. This change is due to [Reason for Adjustment].

Please review your loan details below:

- Loan Account Number: [Loan Account Number]
- Current Balance: [Current Balance]
- New Monthly Payment: [New Monthly Payment]

If you have any questions or require further assistance, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for choosing [Company Name].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]