

Clarification on Repayment Schedule for Loan

Date: [Insert Date]

To:

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Clarification on Loan Repayment Schedule

I hope this message finds you well. I am writing to clarify the repayment schedule for the loan I received from [Lender's Name] on [Loan Date].

According to our agreement, the loan amount of [Loan Amount] is to be repaid over a period of [Loan Term]. The repayment schedule is as follows:

- First Payment Due: [Date]
- Monthly Payment Amount: [Amount]
- Final Payment Due: [Date]

If there are any amendments or adjustments that need to be made, please let me know at your earliest convenience. I appreciate your attention to this matter and look forward to your confirmation.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]