

# Loan Dispute Resolution Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a resolution for a dispute regarding my loan account #[Insert Loan Account Number]. I have encountered discrepancies with the loan terms and conditions which I believe need to be addressed.

Details of the dispute:

- Nature of the dispute: [Describe the issue]
- Date of the transaction or issue: [Insert Date]
- Supporting documents: [List any documents attached]

I kindly ask for your prompt attention to this matter and a resolution at your earliest convenience. Please feel free to contact me via email or phone should you require any further information.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]