

# Request for Personal Loan Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank/Loan Provider's Name]

[Bank/Loan Provider's Address]

[City, State, Zip Code]

Dear [Loan Officer's Name],

I hope this letter finds you well. I am writing to formally request confirmation regarding the conditions of my personal loan application submitted on [Insert Submission Date].

For my records, I would appreciate it if you could confirm the following details:

- Loan Amount
- Interest Rate
- Repayment Terms
- Monthly Payment Amount
- Any Fees Associated

If there are any additional documents or information needed from my side to facilitate this confirmation, please let me know.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]