

Loan Document Delivery Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter is to confirm the delivery of the loan documents for [Loan Purpose/Details] on [Delivery Date]. The following documents have been included:

- Loan Agreement
- Promissory Note
- Disclosure Statement
- [Any additional documents]

Please review the enclosed documents carefully and do not hesitate to contact me should you have any questions or require further information.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position/Title]

[Your Company Name]