

Loan Balance Payoff Estimation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Request for Loan Balance Payoff Estimation

Dear [Lender's Name],

I hope this message finds you well. I am writing to request an estimate of the payoff balance for my loan. The details of my loan are as follows:

- Loan Number: [Insert Loan Number]
- Loan Type: [Insert Loan Type]
- Current Balance: [Insert Current Balance]

Please provide me with the estimated payoff amount as of [Insert Desired Payoff Date], including any applicable fees or penalties. This information will help me plan my finances accordingly.

Thank you for your prompt attention to this matter. I look forward to your response.

Sincerely,

[Your Name]