

Letter of Revised Variable Interest Terms

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you of the revised terms regarding your variable interest rate that will take effect as of [Effective Date]. These changes have been made to enhance our service and ensure clarity in our agreement.

Revised Terms:

- Current Interest Rate: [Current Rate]
- Revised Interest Rate: [Revised Rate]
- Effective Date of Change: [Effective Date]
- Adjustment Frequency: [Monthly/Quarterly/Annually]
- Index Used for Rate Calculation: [Specify Index]

Please review the attached document for further details about these changes. If you require any clarification or wish to discuss these changes further, do not hesitate to contact us at [Your Contact Information].

We appreciate your understanding and cooperation as we implement these necessary adjustments.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Contact Information]