

Letter of Clarification for Estate Loan Settlement Terms

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to clarify the terms regarding the settlement of the estate loan associated with [Estate or Property Name].

Loan Details

- Loan Amount: [Insert Amount]
- Interest Rate: [Insert Rate]
- Due Date: [Insert Due Date]
- Monthly Payment: [Insert Payment Amount]

Settlement Terms

The following terms have been agreed upon for the loan settlement:

- The total amount to be settled is [Insert Total Amount].
- Payments will be made on a monthly basis, starting from [Insert Start Date].
- A late fee of [Insert Fee Amount] will be applied if any payment is more than [Insert Grace Period] days late.

Please review these terms and confirm that they are acceptable. If you have any questions or require further clarification, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Relationship to Estate]

[Your Address]

[Your Phone Number]

[Your Email Address]