

# Voluntary Line of Credit Termination

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Bank or Lender's Name]

[Bank or Lender's Address]

[City, State, ZIP Code]

Dear [Bank or Lender's Name],

I am writing to formally request the termination of my voluntary line of credit associated with account number [Insert Account Number].

As of [Insert Effective Date], I wish to terminate this line of credit for personal financial reasons. Please confirm that no further transactions will be permitted and that my account balance has been settled.

If you require any further information or documentation to process this request, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]