

Loan Ownership Transition Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to confirm the transition of ownership for the loan [Loan Number/ID] originally issued to [Previous Owner's Name] and now transferred to [New Owner's Name]. This transition was approved on [Approval Date].

Effective immediately, all rights and responsibilities associated with the loan will now be assumed by [New Owner's Name]. Please direct all future correspondence and payments to:

[New Owner's Name]

[New Owner's Address]

[New Owner's Phone Number]

[New Owner's Email]

If you have any questions or require further information regarding this transition, please do not hesitate to contact us at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]