

# Co-signer Duties Clarification

Date: **[Insert Date]**

To: **[Co-signer's Name]**

Address: **[Co-signer's Address]**

Dear **[Co-signer's Name]**,

We hope this letter finds you well. This correspondence serves to clarify your duties and responsibilities as a co-signer for the loan agreement pertaining to **[Loan Purpose/Property Address]**.

As a co-signer, your primary responsibilities include:

- Ensuring timely payments are made on the loan.
- Understanding that your credit will be affected by the loan performance.
- Communicating promptly with the borrower regarding any financial issues that may arise.

It is essential to note that failure to meet these obligations may result in consequences for both you and the primary borrower, including legal action and negative impacts on your credit score.

If you have any questions or require further clarification, please feel free to reach out to us at **[Your Contact Information]**.

Thank you for your attention to this matter.

Sincerely,

**[Your Name]**

**[Your Position]**

**[Your Company/Organization]**