

# Appliance Finance Account Review Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a review of my appliance finance account, account number [Insert Account Number]. I would appreciate an evaluation of my current financing terms and options for possible adjustments or refinancing.

Due to [briefly explain reason, e.g., changes in my financial situation or interest in different financing options], I believe a review of my account may be beneficial. I am particularly interested in [mention specific terms or concerns, e.g., lower interest rates, extended payment terms, etc.].

Please let me know what information or documentation you require from my side to facilitate this review. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]