Loan Balance Confirmation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Bank/Lender Name]

[Lender Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request a confirmation of the current balance of my loan account with [Bank/Lender Name]. Below are the details of my loan:

- Loan Account Number: [Your Loan Account Number]
- Loan Type: [Type of Loan]
- Original Loan Amount: [Original Amount]
- Date of Loan: [Date of Loan]

Please provide me with the current outstanding balance, including any accrued interest, as of [Insert Date]. If you require any further information, do not hesitate to contact me.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]