

# Loan Overpayment Refund Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Request for Loan Overpayment Refund

Dear [Lender's Name],

I am writing to formally request a refund for an overpayment on my loan account [Account Number], which was closed on [Closure Date]. After reviewing my loan statement, I have identified that my final payment exceeded the total amount owed.

According to my calculations, the total overpayment amounts to [Overpayment Amount]. I kindly request that this amount be processed as a refund to my account at your earliest convenience.

Please find attached copies of relevant documents, including my final payment confirmation and loan closure statement for your reference.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]