

Loan Overpayment Refund Request

Your Name: [Your Name]

Your Address: [Your Address]

Your City, State, Zip: [City, State, Zip]

Email: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

Loan Company Name: [Loan Company Name]

Loan Company Address: [Loan Company Address]

Loan Company City, State, Zip: [City, State, Zip]

Subject: Request for Loan Overpayment Refund

Dear [Loan Company Name],

I am writing to formally request a refund for the overpayment made towards my loan account [Loan Account Number]. Upon reviewing my payment records, I have determined that I have overpaid a total of [Overpayment Amount] which includes the applicable interest.

Below is the calculation of the overpayment along with the interest:

- Total Amount Paid: [Total Amount Paid]
- Original Loan Amount: [Original Loan Amount]
- Payments Made: [Payments Made]
- Overpayment Amount: [Overpayment Amount]
- Interest Calculated on Overpayment: [Interest Amount]
- Total Refund Due: [Total Refund Amount]

I kindly request that you process this refund at your earliest convenience and inform me of the status of my request. Please let me know if you require any additional information or documentation to facilitate this process.

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

Sincerely,

[Your Name]