

Loan Overpayment Refund Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Request for Refund of Loan Overpayment

Dear [Lender's Name],

I am writing to formally request a refund for an overpayment made on my mortgage loan account with your institution. My account number is [Account Number]. After reviewing my payment history, I have identified an overpayment of [Amount Overpaid].

On [Date of Payment], I made a payment of [Payment Amount], which exceeded the required amount by [Overpaid Amount]. I kindly request that this overpayment be refunded to me at your earliest convenience.

Attached are copies of my payment history and any relevant documents for your review. Please confirm receipt of this request and keep me updated on the status of my refund.

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

Sincerely,

[Your Name]