

Request for Loan Overpayment Refund

Your Name: [Your Name]

Your Address: [Your Address]

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

Your Email: [Your Email]

Your Phone Number: [Your Phone Number]

Date: [Date]

[Lender's Name]

[Lender's Address]

[Lender's City, State, Zip Code]

Subject: Request for Refund of Loan Overpayment

Dear [Lender's Name or Customer Service Department],

I am writing to formally request a refund for an overpayment made on my loan account (Account Number: [Your Account Number]). After reviewing my loan statements, I have identified that an overpayment has occurred, resulting in an excess payment of [specific amount].

Details of the loan are as follows:

- Loan Account Number: [Your Account Number]
- Loan Amount: [Original Loan Amount]
- Date of Last Payment: [Date of Payment]
- Amount Overpaid: [Amount Overpaid]

In light of this situation, I kindly request that you initiate a refund for the overpaid amount. I have attached copies of relevant documents for your reference, including my loan statements and payment records.

Thank you for your attention to this matter. I look forward to your prompt response regarding the status of my refund request.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]