

# Fixed-Rate Loan Request Template

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Company]

[Lender's Address]

[City, State, Zip Code]

## **Subject: Fixed-Rate Loan Request for Comparison Analysis**

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally request information regarding your fixed-rate loan options for comparison analysis as I evaluate my financing needs.

Specifically, I am interested in the following details:

- Loan amount and terms available
- Interest rate and annual percentage rate (APR)
- Monthly payment estimates
- Any associated fees or costs
- Prepayment options and penalties

Please send me the necessary information at your earliest convenience. I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]