

Notification of Revolving Loan Account Closure

Date: [Insert Date]

To,

[Customer's Name]

[Customer's Address]

[City, State, Zip Code]

Dear [Customer's Name],

We are writing to inform you that your revolving loan account with [Bank/Company Name], account number [Account Number], will be closed effective [Closure Date]. This decision has been made in accordance with our policies and as a result of [brief reason for closure, if applicable].

We appreciate your business and would like to ensure that you are aware of any remaining balance on your account. Please take a moment to settle any outstanding dues by the closure date.

If you have any questions or require further clarification regarding this closure, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your attention to this matter, and we wish you all the best in your future financial endeavors.

Sincerely,

[Your Name]

[Your Position]

[Bank/Company Name]

[Contact Information]