

Request for Update on Revolving Loan Account

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to request an update on my revolving loan account, account number [Insert Account Number]. It has been [insert time frame] since I last received a statement, and I would like to ensure that all information is up to date.

Specifically, I would appreciate details regarding my current balance, available credit, and any recent transactions or changes to my account terms.

Please let me know if you require any additional information from my side.

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

Sincerely,

[Your Name]