

Confirmation Request for Loan Paperwork

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Institution]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to confirm the receipt of my loan paperwork submitted on [Submission Date]. It is crucial for me to ensure that all documents are in order for the efficient processing of my loan application.

Please confirm that my documents have been received and are being processed. If there are any additional documents or information required, kindly let me know at your earliest convenience. I appreciate your assistance and attention to this matter.

Thank you for your cooperation.

Sincerely,

[Your Name]