

Request for Loan Document Confirmation

Date: [Insert Date]

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 formally request confirmation of the documents related to my loan application dated [Insert Application Date]. As I proceed with my financial planning, having the confirmed documents is essential for my records.

Details of the Loan:

- Loan Amount: [Insert Loan Amount]
- Application Reference Number: [Insert Reference Number]
- Proposed Repayment Terms: [Insert Terms]

Please let me know if there are any additional documents or information you require from my side to expedite this process. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,
[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]