

# Inquiry Regarding Loan Guarantor Release

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 inquire about the process for releasing my guarantor, [Guarantor's Name], from the loan agreement associated with loan number [Loan Number].

As you may be aware, [briefly explain reason for the request, e.g., loan has been paid off, financial situation has changed, etc.]. I have ensured that all obligations have been met and would appreciate your guidance on how to initiate the release process.

Please let me know what documentation is required and any further steps I should follow. I am looking forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]