

# Automatic Loan Repayment Arrangement

Date: [Insert Date]

To: [Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to confirm your request for an automatic repayment arrangement for your loan with [Loan Provider's Name]. Below are the details of your automatic loan repayment:

## Loan Details

Loan Account Number: [Loan Account Number]  
Loan Amount: [Loan Amount]  
Monthly Payment: [Monthly Payment Amount]

## Automatic Payment Schedule

Payment will be automatically deducted from your designated account on the [insert date, e.g., 1st or 15th] of each month, starting from [start date].

## Account Information

Please ensure that your bank account details are accurate for this arrangement to function smoothly:

Account Holder Name: [Account Holder's Name]  
Bank Name: [Bank Name]  
Account Number: [Account Number]  
Routing Number: [Routing Number]

If you have any questions or need assistance, please do not hesitate to contact our customer service at [Customer Service Phone Number] or via email at [Customer Service Email].

Thank you for choosing [Loan Provider's Name]. We appreciate your timely payments and look forward to serving you.

Sincerely,

[Your Name]  
[Your Title]

[Loan Provider's Name]  
[Contact Information]