

# Closure Statement for Bank Loan

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Bank Name]

[Bank Address]

[City, State, ZIP Code]

Dear [Bank Manager's Name],

I hope this message finds you well. I am writing to formally request a closure statement for my bank loan with account number [Insert Account Number].

As of [Insert Closure Date], I have successfully repaid the loan in full, and I would appreciate a statement confirming the closure of this loan account.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]