

Loan Closure Acknowledgment

Date: [Insert Date]

To: [Borrower's Name]

Address: [Borrower's Address]

Dear [Borrower's Name],

We are pleased to inform you that your loan account with us, bearing the loan reference number [Loan Reference Number], has been successfully closed as of [Closure Date].

We acknowledge receipt of the final payment made on [Payment Date]. Your diligence in fulfilling the loan repayment terms is greatly appreciated.

Enclosed are the following documents for your records:

- Loan Closure Certificate
- Final Payment Receipt
- Account Statement

Thank you for choosing [Bank/Company Name]. Should you have any further questions or require additional assistance, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Position]

[Bank/Company Name]

[Contact Information]