

Loan Details Clarification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

I hope this message finds you well. I am writing to clarify some details regarding the fixed-rate loan I am considering with your institution.

Loan Amount:

[Insert Loan Amount]

Interest Rate:

[Insert Interest Rate]%

Loan Term:

[Insert Loan Term] years

Monthly Payment:

[Insert Monthly Payment Amount]

Additional Fees:

[List any additional fees]

Could you please confirm these details and let me know if there are any additional documents required to proceed with the application?

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Contact Information]