

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Bank/Financial Institution Name]
[Institution Address]
[City, State, Zip Code]

Subject: Equity Loan Closing Letter

Dear [Recipient's Name],

We are pleased to inform you that the closing of your equity loan is scheduled for [Closing Date] at [Closing Location].

Loan Details:

- Loan Amount: \$[Amount]
- Interest Rate: [Rate]%
- Loan Term: [Term] years

Please be prepared to bring the following items to the closing:

1. Valid identification
2. Proof of homeowner's insurance
3. Copies of any required documentation

Should you have any questions or require further assistance before closing, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for choosing [Bank/Financial Institution Name]. We look forward to finalizing your equity loan.

Sincerely,

[Your Name]
[Your Title]
[Bank/Financial Institution Name]