

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

Dear [Recipient Name],

Subject: Equity Loan Statement Request

I hope this message finds you well. I am writing to formally request a statement for my equity loan with the account number [Account Number]. I would like to receive detailed information regarding the current balance, interest rates, payment history, and any other relevant details associated with this loan.

For your reference, my account is under the name [Your Full Name], and the loan was initiated on [Loan Start Date].

Please send the statement to my mailing address listed above or via email to [Your Email Address]. If you require any additional information to process my request, do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]