

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

[Loan Provider's Name]
[Loan Provider's Address]
[City, State, Zip Code]

Subject: Early Repayment of Equity Loan

Dear [Loan Provider's Name],

I hope this letter finds you well. I am writing to formally request the early repayment of my equity loan, account number [Your Account Number]. As per the terms of our agreement, I understand that I have the option to repay the loan in full ahead of schedule. I would like to exercise that option and pay off the remaining balance of [Remaining Balance Amount] on or before [Desired Repayment Date].

Please let me know the exact amount needed to settle the loan, including any applicable fees or penalties for early repayment. Additionally, if there are any required forms or processes I need to complete, kindly provide those details as well.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]