

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request information regarding the equity release options available for my property located at [Property Address].

As a homeowner, I am considering accessing the equity built up in my property to assist with [reason for equity release, e.g., retirement funding, home improvements, etc.]. I would appreciate your guidance on the various products available and any associated terms and conditions. I would also like to understand the eligibility criteria, the potential implications on my mortgage, as well as any costs involved in the equity release process.

Please let me know if you require any further information from my side to facilitate this request. I look forward to your prompt response.

Thank you for your assistance.

Sincerely,
[Your Name]