

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

Dear [Recipient Name],

Subject: FX Loan Risk Assessment

I hope this letter finds you well. As part of our ongoing efforts to evaluate the potential risks associated with our foreign exchange (FX) loan portfolio, we are conducting a comprehensive risk assessment. The assessment aims to identify and analyze the risks related to currency fluctuations, geopolitical factors, and market volatility that may affect our loan performance. Specifically, we will be focusing on the following areas:

1. Currency Exposure: Evaluating the extent of our exposure to various currencies and its impact on loan repayments.
2. Economic Indicators: Analyzing macroeconomic indicators that may influence FX rates and borrowing costs.
3. Borrower Creditworthiness: Assessing the financial stability of borrowers who are engaged in FX loans.
4. Risk Mitigation Strategies: Developing recommendations for hedging strategies and other risk management practices.

We would appreciate your input and expertise in this assessment process. Please provide any relevant data or insights by [specific deadline]. Should you have any questions or need further clarification, do not hesitate to contact me.

Thank you for your cooperation and support.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Job Title]  
[Your Company]