

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

[Recipient's Name]
[Recipient's Title]
[Company/Bank Name]
[Company/Bank Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Request for Hypothecation

I am writing to formally request the hypothecation of [describe the asset, e.g., "the property located at [address]" or "the equipment listed below"].

Details of the asset are as follows:

- Asset Description: [Description of the asset]
- Asset Value: [Estimated or market value]
- Loan Account Number: [Your loan account number]

I require this hypothecation as part of my [mention purpose, e.g., "loan application," "financing arrangement"], and I understand the terms and conditions associated with hypothecation.

Please let me know if you require any further documentation or if there are any fees associated with this process. I appreciate your prompt attention to this matter and look forward to your positive response.

Thank you.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]