

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

[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

Subject: Notification of Hypothecation

Dear [Recipient Name],

I hope this letter finds you well.

I am writing to formally notify you of the hypothecation of [describe the asset, e.g., "a vehicle," "a property," etc.] under the agreement dated [insert date of agreement].

Details of the hypothecation are as follows:

- Asset Description: [insert detailed description]
- Loan Amount: [insert amount]
- Lender Information: [insert lender's name and contact information]
- Agreement Reference Number: [insert reference number]

Please be advised that this hypothecation signifies that the aforementioned asset will serve as collateral for the repayment of the associated loan.

Should you have any questions or require further information, please feel free to reach out to me at your convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]