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## Personal loan closure letter format in word

**Personal loan closing letter format in word. Personal loan closure letter format sample in word. Term loan closure letter format. Sbi personal loan closure letter format. What is loan closure letter.**

Whenever you want to close your loan some times you need to write a request letter to the bank or finance company to close your loan. It applies to all kinds of loans like personal loans, vehicle loans and home loans, etc. After closing your loan you need to get a no due certificate, which acts as proof that you have paid all the balance loan amount. [38216466489.pdf](#) Loan A/c number. Loan approval letter Customer KYC like Aadhar & PAN. Here you can find sample loan closure letter formats which you can also download in Word format. To The Bank Manager Bank name, Address. From Your name, Address. Sub: Personal loan closure application. Dear Sir/Madam, I am writing this letter to request you close my personal loan bearing account no. \_\_\_\_\_ because I have paid (all the EMIs / paid full loan amount / loan tenure has completed / other reason). Please find all the required documents enclosed with this letter such as the loan sanction letter, my KYC documents like Aadhar & PAN copies. I permit you to deduct the loan closure charges if applicable. Thanking you. Sincerely, Your name. To The Branch Manager, Bank name, Address. From Your name, Address. Sub: Vehicle loan closure letter format. Dear Sir/Madam, With due respect, I request you to close my vehicle loan under a/c no \_\_\_\_\_, which I have taken to purchase my bike/car of registration no. \_\_\_\_\_. I want to close the loan because I have cleared all the EMIs / paid full amount / loan tenure has completed / other reasons. Kindly let me know the further steps to close my vehicle loan. Thanking you. Regards, Your name. Mobile no. To Branch Manager, Bank Name, Bank Address. Sub: Home loan closure application.



I, [your name] writing this request letter to close my home loan bearing loan account number [321XXXX1234]. [employee exit letter template](#) I have paid all my pending home loan amount and please find the copies of bill receipts enclosed with this letter. Therefore kindly close my home loan and issue me the no due certificate and other required documents. [86415110078.pdf](#) Thanking you. Yours sincerely, Your name. How to close my personal loan Visit your bank's branch. Fill the loan closure application Pay any pending loan amount / charges. Submit your KYC & loan closure letter. Sign the required documents. Collect the acknowledgment. How do I know my loan was closed? You will receive a loan closure SMS on your mobile and the bank send the loan closing documents to your address. [47589054452.pdf](#) Should I need to pay any loan closure charges? There is no need to pay any charges in normal cases, except if you have any pending EMIs (or) if you wish to foreclose the loan. These charges vary from one bank to another bank. [honalitokigodupi.pdf](#) Recommended: SBI home loan closure letter format. Loan Closure Letter Format: Are you searching for some of the Best Loan Closure Letter Format Sample In Word & Pdf? If Yes, then here you will get these types of application letter sample. Let me tell you first, To close an account with the bank from which you took your loan, follow & read their terms and conditions very carefully. Then write the account closure request letter using the application samples given below. Submit with it some documents (e.g. Personal Loan account number, approval letter, other documents issued by the bank) and Identity proof (e.g. Passport, PAN card, Aadhar). If the bank has any pre-closure amount, then they have to pay it. Then in a few days, the bank will send you the loan completion document. After that all the process of closing your loan account will be completed. The letter samples given below can be used for any bank without any problem. For example, you can use them in the case of HDFC personal loan closure letter format or SBI home loan closure letter format. Personal Loan Closure Letter Format To, The Branch Manager (Bank Name), (Bank Address), (Date). [bosch dishwasher silence 49 dba manual](#)

## LOAN CANCELLATION LETTER

{{Address Sender}}

Date : December 7, 2020

{{Name Recipient}}

{{Address Recipient}}

**Subject :** {{Subject}}

Dear Sir/Madam {{Name}},

I hereby request from you from to cancel the loan application that was submitted on {{date}} under account number {{account number}}.

I also request from you to release all guarantees pertaining to my application.

Yours sincerely,

{{Signature}}

{{Formal Name}} {{Title}}

Subject: Request Letter For Loan Closure. Dear Sir/Madam, I, \_\_\_\_\_ (Write Your Name) have a personal loan in my account on your \_\_\_\_\_ (Mention Your Bank Name) bank. I am writing this application letter to request you to close my personal loan account bearing account number \_\_\_\_\_ (Mention Your Loan Account Number). The reason for closure is \_\_\_\_\_ (Mention the reason for the closure correctly here). I would like to inform you that I have paid all the EMI, loans. You can check your records. As per the requirements of the bank, I am attaching the applicable documents with this application. Kindly consider this request letter and do the needful as soon as possible. Thanking you, Yours Faithfully, (Your Legal Name), (Your Address), (Your Email), (Your Mobile). [less types of engrenages pdf](#) Car Loan Closure Letter Format To, The Bank Manager (Name of the Bank ), (Branch Address), (Date). Subject: Closure of the car loan account. Respected Sir/Madam, I am writing this letter to state that, I am holding an auto/vehicle/car loan bank account in your \_\_\_\_\_ (Mention Your Bank Branch Name) branch. All details of my account are listed below: Loan Account Holder Name:- Loan Account Number:- Loan Approved Amount:- My PAN Number:- Currently, I am willing to pay all my remaining amount and at the same time, I want to close my loan account. So I request you, please let me know the detailed process and necessary documents for it. So that I can pay the remaining amount quickly and close the account. Thank you in advance. Yours Truly, (Your Name), (Full Address), (Your Contact Details). Home Loan Closure Letter Sample To, The Branch Manager, (Bank Name), (Branch Address), (Date). Subject: Application for home loan. [automotive repair labor pricing guide](#) Respected Sir/Madam, With due respect, I beg to say that I hold a loan account & account no is \_\_\_\_\_ (Mention Your Bank Account No) with your \_\_\_\_\_ (Mention Your Branch Name) branch. [codigo de processo civil comentado nelson nery junior](#) For some personal reason, I want to close my home loan account. (You can specify the reason for this closure) Therefore, you are requested to kindly close my account. I will always be grateful to you. If any other information or documents is required for it, kindly contact me on my mobile number. my mobile number is \_\_\_\_\_ (Mention Your mobile Number). Thanking You. Yours Sincerely, (Your Name), (Address), (Your Account Details), (Contact Details). Loan Closure Letter HDFC, SBI & ICICI To The Bank/Branch Manager, (Bank Name), (Bank Address), (Date: \_/ \_/ \_).



Subject: Personal/Home/Car loan closure application letter. Dear Sir/Madam, With due respect, I \_\_\_\_\_ [Your name], I am writing this letter to request that I want to close my personal/home/car loan associated with loan account no \_\_\_\_\_ [Mention your loan account no]. Now, that I am already paid my total due & I request you to please go through the process of pre-closing my loan. [functional grammar 3 teacher's book pdf](#) If you need any additional information or documents to complete this process, you can let me know at the phone number below. Thank you. Yours Sincerely, [Your Name], [Phone Number], [E-mail Address]. Read Also: Application For Closing Bank Account Letter Application For Closing Loan Account To The Branch Manager, [Name of the Bank], [Branch Address], Date: Day/Month/Year. [need for speed most wanted 2005 apk obb download](#) Subject: Loan account close application. Respected Sir/Madam, Most respectfully I beg to state that, I \_\_\_\_\_ [Your name], I am a saving account holder in your branch. Also, I have a loan account & my loan account number is \_\_\_\_\_ [Mention your account no]. I want to close my loan account for some personal reasons. [vegan carb cycling meal plan pdf](#)

Mr. Shyam Modi  
33, M.G. Road  
Nr. Post Office  
Pune, Maharashtra-400325  
1234567890

01 March 2020

To,  
Mr. S.K. Venkatraman  
The Deputy General Manager – Accounts,  
ABC PQR Ltd.  
10056, Lane 3 Industrial Notified Area,  
Pune, Maharashtra.

Subject: Loan application.

Dear Mr. S.K. Venkatraman,

Greetings of the day!

I am serving our reputed organization ABC PQR Ltd., as Chief Accountant working since May 2007.

I am also a member of our company's employee welfare committee and hence I hereby apply for a personal loan of Rs. 5,00,000/- (Rupees Five Lakhs Only) for 5 years. I need this money for buying a four-wheeler.

I am ready to submit all my necessary documents and also abide by all the terms and conditions as stipulated by the company. Please sanction my application and sanction my loan application at the earliest and do the needful and oblige.

Thank you.

Yours Faithfully,

Mr. Shyam Modi  
Chief Accountant  
ABC PQR Ltd.

Therefore, I request you to close my loan account and provide me with all the original documents that I submitted when applying for the loan account. We hope you'll consider my request properly and begin the process of closing the account as soon as possible. Thank you in advance. Yours Sincerely, [Signature], [Contact Details], [Address].  
Loan Closure Letter: Format Sample In Word & PDF [Download In Word / PNG / PDF] FAQ's On Loan Closure Letter Format Sample How do you close a loan account? You can easily close your loan account by following the steps given below - Visit the bank with all required documents. Write a loan closure letter to the bank manager OR, You may be required to fill a form. If there is a pre-closing amount, then pay it. Return your credit card. (If issue) Take acknowledgment paper from your bank. Then your loan account will be closed automatically in a few days. Which bank is best for personal loan? Below we have mentioned the names of some of the best banks in India for taking loans - State Bank of India (SBI): Interest Rate- 9.60% onwards, Loan Amount- Up to Rs. 20 lakh. vamaiekemoyudogogede.pdf ICICI Bank: Interest Rate- 11.25% onwards, Loan Amount- Up to Rs. 20 lakh. HDFC Bank: Interest Rate- 10.75% onwards, Loan Amount- Up to Rs. 40 lakh. Bajaj Finserv: Interest Rate- 12.99% onwards, Loan Amount- Up to Rs. 25 lakh. Axis Bank: Interest Rate- 12% onwards, Loan Amount- Up to Rs. 15 lakh. Can we close HDFC loan online? Unfortunately, you cannot close our HDFC Bank loan online, for this, you need to visit your nearest HDFC Bank and close the loan account. Also, you need to pay a certain amount to pre-close your loan. Is there any pre-closure charges for home loan in SBI? No, you don't have to pay any penalty for pre-closing your SBI home loan on fixed and floating rate interest. However, you may have to go to any branch of SBI and fill up some forms for it. Read Also:- This is a loan closure letter template. This template is for someone who borrowed bank loan and wanted to request a loan closure from a bank as he had paid all the EMIs/ full loan amount/ loan tenure completed, etc.