

Provisional Debtors Balance Confirmation Email

Subject: Provisional Balance Confirmation

Dear [Debtor Name],

As part of our periodic account review, we have noted a provisional balance of [Amount] on your account as of [Date]. Please confirm if this is correct.

Your prompt confirmation will assist us in maintaining accurate records.

Best regards,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/debtors-balance-confirmation-letter-format>