Date: [Insert Date]

To: [Insert Name of Senior Lender/Institution]
Attn: [Insert Contact Person/Department]
Address: [Insert Address]

RE: Reference for Subordinated Debt Promissory Note

To Whom It May Concern,

This letter serves as a formal reference and notification regarding the Subordinated Debt Promissory Note (the "Note") dated [Insert Date of Note] between [Insert Borrower Name] (the "Borrower") and [Insert Lender Name] (the "Subordinated Lender").

The details of the Note are as follows:

- Principal Amount: [Insert Amount]
- Interest Rate: [Insert Rate]%
- Maturity Date: [Insert Date]

The Subordinated Lender hereby acknowledges and agrees that the indebtedness evidenced by this Note is, and shall be, subordinate and junior in right of payment to the prior payment in full of all Senior Indebtedness owed by the Borrower to [Insert Senior Lender Name].

This subordination is governed by the terms set forth in the Subordination Agreement dated [Insert Date of Agreement]. In the event of default, dissolution, or bankruptcy, the Senior Lender shall be entitled to receive payment in full before any payment is made to the Subordinated Lender under this Note.

Please contact the undersigned if you require further verification or copies of the executed documents.

Sincerely,

[Signature]
[Printed Name of Subordinated Lender]
[Title/Position]
[Phone Number/Email]

Acknowledged by Borrower:

[Signature]
[Printed Name of Borrower Representative]
[Title]