```html
<h3>Loan Closure</h3>

<ol>

    <li><strong>Contact Bank:</strong> Reach out to your bank's loan department via phone or email.</li>

    <li><strong>Request Closure:</strong> Provide your loan account details and request closure.</li>

    <li><strong>Settle Balance:</strong> Pay off the outstanding loan balance, including any interest and fees.</li>

    <li><strong>Confirm Closure:</strong> Obtain confirmation from the bank that your loan account has been closed.</li>

</ol>
```