

[Your Company Letterhead]

[Date]

[Borrower's Name]

[Borrower's Address]

[City, State, Zip Code]

Dear [Borrower's Name],

Subject: Loan Approval Confirmation

We are pleased to inform you that your loan application has been approved. Below are the details of your loan:

- Loan Amount: [Amount]
- Loan Type: [Type]
- Interest Rate: [Rate]%
- Loan Term: [Term] months/years
- Monthly Payment: [Payment Amount]

Please review the enclosed loan agreement carefully. If everything is acceptable, please sign and return the agreement by [Return Date].

For any questions or further assistance, feel free to contact us at [Contact Information].

Congratulations on your loan approval! We look forward to serving you.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]

[Company Website]