

[Your Company Letterhead]

[Date]

[Borrower's Name]

[Borrower's Address]

[City, State, ZIP Code]

Dear [Borrower's Name],

Subject: Loan Approval Notification

We are pleased to inform you that your application for a loan in the amount of [Loan Amount] has been approved.

Loan Details:

- Loan Amount: [Loan Amount]
- Interest Rate: [Interest Rate]%
- Loan Term: [Loan Term]
- Monthly Payment: [Monthly Payment]

Please review the terms and conditions attached to this letter. To proceed with the loan disbursement, please sign and return the enclosed documents by [Due Date].

Thank you for choosing [Your Company Name]. If you have any questions, please do not hesitate to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Phone Number]

[Your Company Email Address]