

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

Loan Officer

Axis Bank

[Branch Address]
[City, State, ZIP Code]

Dear [Loan Officer's Name],

Subject: Letter of Intent for Loan Application

I am writing to express my intent to apply for a loan from Axis Bank. I am seeking financial assistance in the amount of [Loan Amount] for the purpose of [briefly state purpose--e.g., personal expenses, business expansion, home purchase, etc.].

I have been a customer of Axis Bank since [Year] and have maintained [describe relationship with the bank, e.g., savings account, previous loans, etc.]. My financial history demonstrates my reliability as a borrower, and I am committed to fulfilling the obligations associated with this loan.

I kindly request your guidance on the necessary steps and documentation required to proceed with my application. I look forward to discussing this further and am available at your convenience for a meeting or phone call.

Thank you for considering my request.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]