

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Bank Name]
[Branch Manager's Name]
[Bank Address]
[City, State, Zip Code]

Dear [Branch Manager's Name],

Subject: Appeal for Loan Application Rejection

I hope this letter finds you well. I am writing to formally appeal the decision regarding my recent loan application (Application Reference Number: [insert number]), which was rejected on [insert date of rejection].

I understand the reasons provided for the rejection; however, I would like to present additional information that may positively influence your decision. [Briefly explain your situation and provide any relevant documents, financial statements, or additional income sources that support your appeal.]

I have been a loyal customer of [Bank Name] for [number] years and have maintained a good account standing throughout this period. I believe that the loan would significantly aid me in [explain the purpose of the loan, e.g., starting a business, consolidating debts, etc.].

I kindly ask you to reconsider my application based on the new information provided and my long-standing relationship with your bank. Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]