

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

Dear [Loan Officer's Name or "Loan Department"],

Subject: Application for Business Loan

I hope this letter finds you well. I am writing to formally apply for a business loan of [amount] to support my self-employed business, [Your Business Name].

As a self-employed individual, I have been operating [brief description of your business and the services/products offered] for [number of years]. The purpose of the loan is to [explain the reason for the loan, e.g., expand business operations, purchase new equipment, etc.]. My business has shown consistent growth over the past [number of years/months], with an annual revenue of [revenue amount]. I have attached my financial statements, including tax returns and bank statements, to provide a clearer picture of my business's financial health.

I believe that with the requested funds, I will be able to [explain expected outcomes, such as increased revenue, job creation, etc.]. Thank you for considering my application. I would be happy to provide any further information needed. I look forward to your positive response.
Sincerely,
[Your Name]
[Your Position, if applicable]
[Your Business Name]