

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

[Recipient Name]
[Recipient Title]
[Company/Bank Name]
[Company/Bank Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: CBP Loan Approval Notification

We are pleased to inform you that your application for a Commercial Business Property (CBP) loan has been approved. Below are the details of your loan approval:

****Loan Amount:**** \$[Amount]
****Interest Rate:**** [Rate]%
****Term:**** [Number of Years]
****Monthly Payment:**** \$[Monthly Payment]
****Loan Number:**** [Loan Number]

The approved funds can be used for [brief description of use, e.g., purchasing a commercial property, renovations, etc.]. Please review the attached terms and conditions for additional details.

To proceed, please sign and return the enclosed loan agreement by [deadline date]. Should you have any questions or require further clarification, do not hesitate to contact us at [contact number] or [email address].

Congratulations on this approval, and we look forward to assisting you in your business endeavors.

Sincerely,

[Your Name]
[Your Title]
[Company/Bank Name]
[Company/Bank Phone Number]