

[Your Name]

[Your Address]

[City, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, Zip Code]

Dear [Recipient's Name],

Subject: Loan Application for GBP Funding

I am writing to formally request a loan of [amount in GBP] to support [brief description of your purpose, e.g., a business venture, educational expenses, home purchase].

[Provide a brief overview of your financial situation and how the loan will be utilized. Include any relevant details about your income, expenses, and repayment plan.]

I have attached all the necessary documentation to support my application, including [list any documents such as income statements, business plans, etc.].

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]