

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

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Loan Approval Confirmation

Dear [Loan Officer's Name],

I am writing to formally confirm the approval of my loan application with QNB Bank. I appreciate the opportunity to secure financing for [purpose of the loan, e.g., home purchase, business expansion].

Loan Details:

- Loan Amount: [Amount]
- Loan Type: [Type of Loan]
- Interest Rate: [Interest Rate]
- Loan Term: [Loan Term]
- Approval Reference Number: [Reference Number]

Please let me know if you require any additional documentation or information to proceed with the next steps.

Thank you for your assistance and support throughout this process.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]