

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

Loan Officer

TD Bank

[Bank's Address]  
[City, State, Zip Code]

Dear Loan Officer,

Subject: Loan Application

I hope this letter finds you well. I am writing to formally apply for a loan with TD Bank.

I am seeking a loan in the amount of [amount] for the purpose of [briefly explain purpose, e.g., home improvement, debt consolidation, business expansion]. I have been a customer of TD Bank for [duration] and have always appreciated the level of service provided.

To support my application, I have attached the necessary documents, including my income statements, credit report, and any other relevant financial information. My current financial situation is [brief description of your financial status].

I would be grateful if you could consider my application for the loan. I am looking forward to discussing this matter further and am open to any questions you may have. Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]