

[Your Bank's Letterhead]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

RE: LOAN APPLICATION APPROVAL

We are pleased to inform you that your loan application for [Loan Amount] has been approved. Below are the details of your loan:

- **Loan Amount:** [Loan Amount]
- **Interest Rate:** [Interest Rate]%
- **Loan Term:** [Loan Term] months/years
- **Monthly Payment:** [Monthly Payment Amount]
- **Disbursement Date:** [Disbursement Date]

Please review the terms and conditions enclosed with this letter. To proceed, please sign and return the attached acceptance form by [Response Deadline].

Thank you for choosing [Your Bank's Name]. Should you have any questions, feel free to contact us at [Bank's Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Your Bank's Name]

[Your Contact Information]

[Enclosure: Terms and Conditions, Acceptance Form]