

Commercial Loan Application

Date: [Insert Date]

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

[Lender's Name] [Lender's Title] [Lender's Company Name] [Lender's Company Address] [City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally apply for a commercial loan of [amount] to support [briefly describe the purpose of the loan, e.g., purchasing new equipment, expanding operations, etc.]. We have been in business for [number of years] and have consistently demonstrated steady growth in our revenues.

Our company, [Your Company Name], specializes in [brief description of your business]. We are seeking this loan to [detailed explanation of how the funds will be used and how it will benefit the company].

Enclosed are the required documents for your review, including our business plan, financial statements, and tax returns for the past three years. We believe that this loan will enable us to take our business to the next level and create additional job opportunities in our community.

Please let me know a convenient time for us to discuss this application further. I appreciate your consideration and look forward to the possibility of working together.

Sincerely,

[Your Name] [Your Title] [Your Company Name]