

# Business Line of Credit Documentation Submission

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Lender's Name]

[Lender's Title]

[Lender's Company Name]

[Lender's Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to formally submit the documentation required for our application for a business line of credit.

Enclosed with this letter are the following documents:

1. Completed Application Form
2. Business Financial Statements
3. Tax Returns for the Past [Number] Years
4. [Any Additional Documents]

Please review the enclosed documentation at your earliest convenience. Should you require any further information or clarification, do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]