

Personal Loan Application

October 25, 2023

John Doe

123 Main St

City, State, ZIP Code

Email: johndoe@example.com

Phone: (123) 456-7890

To Whom It May Concern,

I am writing to formally request a personal loan of \$5,000. I am currently facing unexpected expenses that require immediate financial attention. I believe that this loan will help me stabilize my situation and meet my obligations.

As a brief background, I have been employed at XYZ Corporation for the past 5 years as a project manager, earning a steady income. My current financial commitments include rent, utilities, and other necessary living expenses.

I am willing to discuss suitable repayment terms and am open to any suggestions you may have. I assure you that I intend to honor my repayment schedule diligently.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

John Doe