

# Loan Application Revision Request

Date: [Insert Date]

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

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

Dear [Lender's Name],

I am writing to formally request a revision to my loan application originally submitted on [Original Submission Date] for the purpose of business expansion. After further evaluation of my business needs and financial projections, I would like to adjust the requested loan amount and provide additional information to better support my application.

Details of the revision:

**Original Loan Amount:** [Original Amount]  
**Revised Loan Amount:** [Revised Amount]  
**Purpose of Funds:** [Detailed Purpose for Expansion]

Enclosed with this letter are updated business plans, cash flow projections, and market analysis that outline the potential for growth and the impact of the loan on my business's future success.

I appreciate your attention to this matter and hope for a favorable review of my revised application. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address] for any further information or discussion regarding this request.

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

Sincerely,  
[Your Name]  
[Your Title/Position]  
[Your Business Name]