

Loan Processing Delay Notification

Date: [Insert Date]

Dear [Borrower's Name],

We hope this message finds you well. We are writing to inform you that there has been a delay in the processing of your loan application (Reference Number: [Insert Reference Number]).

This delay is due to [brief explanation of the reason for the delay]. We are committed to providing you with the best possible service and are working diligently to resolve this issue.

We understand the inconvenience this may cause and appreciate your patience during this time. We will keep you updated on the status of your application and notify you as soon as we have more information.

If you have any questions or require further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]