

Loan Proposal Request

Date: [Insert Date]

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

Dear [Lender's Name],

I am writing to formally request a business loan of [Amount] to support the growth of [Your Company Name]. Our company specializes in [brief description of your business]. Over the past [duration], we have successfully [mention any accomplishments or milestones].

The funds will be used for [specific purposes for the loan, e.g., expanding operations, purchasing equipment, etc.]. We believe that with this loan, we will be able to [mention expected outcomes, e.g., increase revenue, enter new markets, etc.].

We are committed to repaying this loan within [insert repayment period], and we have attached our business plan and financial statements for your review. We are also willing to discuss collateral options to further secure this request.

Thank you for considering our loan proposal. I look forward to your positive response and hope to discuss this opportunity in more detail at your earliest convenience.

Sincerely,

[Your Name] [Your Title] [Your Company Name] [Your Phone Number] [Your Email Address]