

Small Business Loan Application

Date: [Insert Date]

[Lender's Name]

[Bank/Loan Institution Name]

[Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to apply for a small business loan in the amount of [Insert Amount] to support my business, [Business Name]. We are located at [Business Address] and have been operating since [Year Established].

The purpose of this loan is to [briefly explain the purpose, e.g., purchase new equipment, expand location, increase inventory, etc.]. With these funds, we aim to [describe anticipated growth or improvement].

Our business has shown steady growth, with our annual revenue reaching [Insert Amount] last year. We have built a loyal customer base, and we believe that with the requested funds, we can take [Business Name] to the next level.

Enclosed are the documents supporting our loan application, including our business plan, financial statements, and credit history. I am hoping for your favorable consideration of our application.

Thank you for considering our request. I look forward to the opportunity to discuss this matter further.

Sincerely,

[Your Name]

[Your Title]

[Business Name]

[Phone Number]

[Email Address]