

Loan Request for Retail Shop Opening

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Company]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a startup loan of [specific amount] to open a retail shop named "[Shop Name]" located at [Shop Address]. My aim is to provide [describe the products/services and the unique selling proposition].

With my background in [your experience or qualifications related to retail], I am confident in my ability to manage and grow this business. The funds will primarily be used for [list out key expenses such as inventory, store setup, marketing, etc.].

I believe this venture will not only benefit the community by providing [describe community benefits], but it will also yield a profitable return on investment.

I am happy to provide a detailed business plan and financial projections upon request. Thank you for considering my loan application. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title or Position if applicable]