

Loan Disbursement Schedule

Date: [Insert Date]

To,

[Borrower's Name]

[Borrower's Address]

[City, State, ZIP Code]

Subject: Loan Disbursement Schedule for Your Personal Loan

Dear [Borrower's Name],

We are pleased to inform you that your personal loan of [Loan Amount] has been approved.

Below is the disbursement schedule for your loan:

Installment Number	Disbursement Date	Amount Disbursed	Outstanding Balance
1	[Date of First Disbursement]	[Amount]	[Outstanding Balance After First]
2	[Date of Second Disbursement]	[Amount]	[Outstanding Balance After Second]

Please ensure to adhere to the payment schedule as outlined above. If you have any questions or require further assistance, do not hesitate to contact us at [Contact Information].

Thank you for choosing [Your Company Name]. We wish you all the best in your endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]