

Personal Loan Eligibility Inquiry

Date: [Insert Date]

To,

The Loan Officer,

[Bank/Financial Institution Name]

[Bank Address]

Dear [Loan Officer's Name],

I am writing to inquire about my eligibility for a personal loan with your esteemed institution. I am considering applying for a loan to [briefly state the purpose, e.g., consolidate debts, make a large purchase, etc.].

To help me understand my options, I would appreciate if you could provide information on the following:

- Eligibility criteria for a personal loan
- Required documentation
- Interest rates and loan terms
- Any associated fees

For your reference, my details are as follows:

Name: [Your Full Name]

Contact Number: [Your Phone Number]

Email: [Your Email Address]

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Full Name]