

Loan Status Confirmation Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Lender's Name]

[Lender's Company Name]

[Lender's Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to request an update regarding the status of our business loan application submitted on [Insert Submission Date]. We are eager to understand the current status and any additional information you may require to facilitate the process.

Your assistance in this matter is greatly appreciated, and we look forward to your prompt response.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]