

Request for Update on Loan Approval Process

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Title]

[Lender's Company Name]

[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 my loan application submitted on [submission date]. My application reference number is [reference number].

As I am eager to understand the progress of my application, I would greatly appreciate any information you could provide regarding the current status or any additional documentation needed on my part.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]