

# Loan Request Letter for Summer Vacation

Date: [Insert Date]

To,  
[Lender's Name]  
[Lender's Address]  
[City, State, Zip Code]

Dear [Lender's Name],

I hope this letter finds you well. I am writing to formally request a loan of [amount] to help fund my upcoming summer vacation plans. Due to [brief explanation of your financial situation, e.g., unexpected expenses, planning a trip], I find myself needing financial assistance to enjoy this much-needed break.

The intended vacation is from [start date] to [end date] at [location]. This time away will provide me with the opportunity to [briefly mention any benefits, e.g., recharge, spend time with family, broaden my horizons].

I am committed to repaying the loan within [specify time frame] and am able to provide a repayment plan that accommodates both parties. I truly appreciate your consideration of my request and am hopeful for a positive response.

Thank you for your time and support.

Sincerely,  
[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Contact Information]