

# Notification of Delay in Loan Processing

Date: [Insert Date]

Dear [Borrower's Name],

We are writing to inform you that there has been a delay in the processing of your loan application with us. We understand that this may cause you some inconvenience, and we sincerely apologize for the hold-up.

Due to [reason for delay, e.g., high volume of applications, additional documentation required, etc.], your application is currently under review and will take longer than anticipated. We are actively working to expedite the process and estimate that we will have a resolution by [insert estimated resolution date].

We appreciate your patience and understanding during this time. If you have any questions or need further assistance, please do not hesitate to contact us at [insert contact information].

Thank you for choosing [Your Company Name].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]