

Short-Term Emergency Loan Application

Date: [Insert Date]

To,

[Lender's Name]

[Lender's Address]

Dear [Lender's Name],

I am writing to formally apply for a short-term emergency loan of [Amount] due to unforeseen circumstances that have arisen. I am currently facing [briefly explain the reason for the loan, e.g., medical expenses, unexpected repairs, etc.], which require immediate financial attention.

My current financial situation is [briefly explain your financial situation, e.g., employment status, income, etc.], and I assure you that I will be able to repay the loan by [insert repayment date]. Attached to this letter are documents supporting my application, including [list any documents, e.g., proof of income, expense receipts, etc.].

I would greatly appreciate your consideration of my request for this emergency loan, and I am hopeful for a positive response. Thank you for your time and understanding.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]