

Loan Request Refusal

Date: [Insert Date]

Borrower's Name: [Borrower's Name]

Address: [Borrower's Address]

Dear [Borrower's Name],

Thank you for your recent application for a loan with [Your Company Name]. We appreciate your interest in our services.

After careful consideration and review of your application, we regret to inform you that we are unable to approve your loan request at this time. Unfortunately, the decision was based on [brief reason, e.g., credit history, income verification, etc.].

We understand that this news may be disappointing. If you have any questions about our decision or the steps you can take to improve your future applications, please do not hesitate to contact us.

Thank you again for considering [Your Company Name] for your lending needs. We wish you the best in your financial endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Contact Information]