

# Personal Loan Pre-Approval Terms Clarification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to inform you that you have been pre-approved for a personal loan with us. This letter serves to clarify the terms and conditions associated with your pre-approval.

## Pre-Approval Details

- **Loan Amount:** [Insert Loan Amount]
- **Interest Rate:** [Insert Interest Rate]
- **Loan Term:** [Insert Loan Term]
- **Monthly Payments:** [Insert Monthly Payment Amount]

Please note that the pre-approval is contingent upon the verification of your provided information and completion of the formal loan application process. Additional documentation may be required.

If you have any questions or need further clarification, please feel free to contact us at [Insert Contact Information].

Thank you for considering us for your personal loan needs.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]