

# Notification of Revolving Loan Credit Limit Modification

Date: [Insert Date]

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient's Name]  
[Recipient's Title]  
[Recipient's Company Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you that your revolving loan credit limit has been modified. Effective [Insert Effective Date], your new credit limit will be [Insert New Credit Limit]. This change reflects your recent payment history and the ongoing evaluation of your financial activities with us.

If you have any questions or need further clarification regarding this modification, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your continued partnership.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]