

Loan Interview Invitation

Dear [Employee Name],

We are pleased to inform you that you have been selected for an interview regarding your loan application. This is an essential step in our process to better understand your needs and to discuss your financial options.

Interview Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Attendees:** [List of Senior Management]

Please prepare any necessary documents related to your application and feel free to reach out if you have any questions or require further clarification.

We look forward to discussing this matter with you.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]