

# Personal Loan Request Letter

Date: [Insert Date]

To,

[Lender's Name]

[Lender's Address]

Dear [Lender's Name],

I am writing to formally request a personal loan of [amount] for [purpose of the loan]. I have been a customer of [Bank's Name] for [duration] and have maintained a good credit history during this period.

My monthly income is [monthly income], and I am confident in my ability to repay the loan over [loan term] through monthly installments. I have attached all necessary documentation, including my income statement and identification, for your review.

I appreciate your consideration of my request and look forward to discussing it further. Please feel free to contact me at [your phone number] or [your email address].

Thank you for your time.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]