

# Conclusion of Long-Term Business Loan Negotiations

Date: [Insert Date]

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

[Lender's Name]  
[Lender's Title]  
[Lending Institution Name]  
[Lending Institution Address]  
[City, State, Zip Code]

Dear [Lender's Name],

I would like to express my gratitude for the productive discussions we have had regarding the terms of a long-term business loan. After careful consideration of the proposals and terms presented during our negotiations, we are pleased to accept the final terms as discussed.

We believe that this partnership will not only benefit our business but also strengthen our ongoing relationship with [Lender's Institution Name]. We are committed to fulfilling our obligations and ensuring the successful management of the loan.

Please let us know the next steps to formalize this agreement, including any documentation or signatures required on our part.

Thank you once again for your support and patience throughout this process. We look forward to a successful partnership.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Title]  
[Your Company Name]