

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Position]

[Lender's Company]

[Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. As we continue our discussions regarding the long-term business loan, I would like to request some clarification on certain terms outlined in our recent negotiations.

Specifically, I seek clarification on the following points:

- Interest Rate: [Specific details needed]
- Repayment Schedule: [Specific details needed]
- Fees: [Specific details needed]

Understanding these aspects will greatly assist in making an informed decision and ensuring a strong partnership moving forward. I appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Position]

[Your Company]