

Loan Disbursement Letter

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

We are pleased to inform you that your application for a dual-advance loan for educational purposes has been approved. The loan amount of [Insert Amount] will be disbursed in two installments to assist you in your educational endeavors.

Disbursement Details:

- First Advance: [Insert Amount] - Disbursement Date: [Insert Date]
- Second Advance: [Insert Amount] - Disbursement Date: [Insert Date]

Please ensure that you provide any necessary documents for the disbursement process. If you have any questions or need further assistance, do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Your Institution/Organization Name]. We wish you success in your educational journey.

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization Name]

[Your Contact Information]