Personal Loan Application Update Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Bank or Lending Institution's Name]

[Bank Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to kindly request an update regarding my personal loan application submitted on [Submission Date]. My application reference number is [Reference Number].

As I am in the process of planning my financial commitments, having an update on my application status would be greatly appreciated. If there are any additional documents or information required to expedite this process, please do not hesitate to let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]