

Loan Approval Letter

Date: [Insert Date]

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

[Recipient's Name]
[Bank/Institution Name]
[Bank Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that your loan application has been approved. You have been granted a loan of [Loan Amount] at an interest rate of [Interest Rate] for a term of [Loan Term].

For your convenience, please find the detailed terms and conditions attached to this letter. To proceed, please sign and return the attached agreement by [Return Date].

If you have any questions or need further assistance, feel free to contact our office at [Contact Number] or [Email Address].

Congratulations, and we look forward to working with you!

Sincerely,
[Your Name]
[Your Title]
[Your Institution Name]