

Loan Eligibility Assessment

Date: [Insert Date]

To,

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

Subject: Loan Eligibility Assessment

We are pleased to inform you that we have conducted a preliminary assessment of your eligibility for the loan application submitted on [Insert Application Date]. Based on the information provided, the following are the initial findings:

Eligibility Criteria

- Credit Score: [Insert Score]
- Annual Income: [Insert Income]
- Employment Status: [Insert Status]
- Existing Debt: [Insert Details]

Your current profile aligns with our lending criteria, and we are happy to advance the application to the next stage.

Next Steps

Please prepare the following documents for further processing:

- Proof of Income
- Tax Returns for the last two years
- Identity Proof
- Address Proof

We appreciate your interest in [Your Company Name] and look forward to assisting you in this process. If you have any questions, please do not hesitate to contact us at [Insert Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[Phone Number]

[Email Address]