

# Loan Application Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Institution]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to request an unsecured loan of [Loan Amount] to be used for [Purpose of the Loan]. I believe that this loan will greatly assist me in [Brief Explanation of How the Loan Will Help].

I have been a customer of [Lender's Institution] for [Duration], and I have maintained a good credit history. My current income is [Your Income], which I believe demonstrates my ability to repay this loan in a timely manner.

Enclosed with this letter are the required documents, including my identification and proof of income. I appreciate your consideration of my request, and I would be happy to provide any further information you may need.

Thank you for your time and assistance. I look forward to your positive response.

Sincerely,

[Your Name]