

# Unsecured Personal Loan Application

Date: [Insert Date]

To,

[Loan Officer's Name]

[Bank/Financial Institution Name]

[Bank Address]

[City, State, Zip Code]

Dear [Loan Officer's Name],

I am writing to formally apply for an unsecured personal loan in the amount of [Insert Loan Amount]. I am requesting this loan for [State Purpose of the Loan].

## Applicant Information

**Name:** [Your Full Name]

**Address:** [Your Address]

**City, State, Zip Code:** [Your City, State, Zip Code]

**Email:** [Your Email Address]

**Phone Number:** [Your Phone Number]

## Financial Information

**Annual Income:** [Your Annual Income]

**Employment Status:** [Your Employment Status]

**Employer Name:** [Your Employer's Name]

**Position:** [Your Job Title]

## Loan Details

**Requested Loan Amount:** [Insert Loan Amount]

**Loan Term:** [Insert Loan Term (e.g., 12 months)]

**Preferred Monthly Payment:** [Insert Amount]

I have attached the necessary documentation to support my application, including proof of income and identification. I believe I am a suitable candidate for this loan and look forward to your positive response.

Thank you for considering my application. Please feel free to contact me at your earliest convenience if you require any additional information.

Sincerely,

[Your Full Name]