

# Request for Updates on Non-Profit Loan Offerings

[Your Name]  
[Your Organization]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Recipient Organization]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about any updates regarding the non-profit loan offerings that your organization provides. As a [brief description of your organization and its mission], we are keen on learning more about the options available to us.

We are particularly interested in [specific aspects of the loan offerings, e.g., interest rates, eligibility criteria, or application deadlines], as this information would greatly assist us in our planning and execution of ongoing programs.

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

Sincerely,

[Your Name]  
[Your Title]  
[Your Organization]