

# Business Loan Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Title]

[Bank/Company Name]

[Bank/Company Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to inquire about the available business loan options for my startup, [Your Business Name], which focuses on [Brief Description of Your Business]. We are in the process of establishing our operations and are seeking financial assistance to support our initial expenses including [List Specific Expenses].

Could you please provide information regarding the types of loan products you offer, the application process, interest rates, and any specific eligibility criteria?

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Business Name]