

# Loan Pre-Qualification Agreement Notification

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

## **Subject: Loan Pre-Qualification Agreement Notification**

Dear [Recipient's Name],

We are pleased to inform you that you have been pre-qualified for a loan of up to [Loan Amount] based on the initial review of your financial information. This pre-qualification is subject to further verification and the completion of necessary documentation.

Please ensure that you provide the following documents to proceed with the loan application:

- Proof of Income
- Credit Report
- Identification Documents

Once we have received the required documents, we will proceed with the final review of your application. If you have any questions or require further assistance, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for considering [Your Company Name] for your lending needs.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Address]