

Provisional Credit Approval Letter

Subject: Conditional Approval - Additional Documentation Required

Dear [Applicant Name],

We have completed our initial review of your credit application and are pleased to provide conditional approval for your requested credit facility of \$[Amount].

Conditional Approval Terms:

- Approved Amount: \$[Amount]
- Interest Rate: [Rate]% (subject to final verification)
- Conditions: See requirements below

To finalize your approval, please provide the following documentation within [Timeframe] days:

- Recent pay stubs (last 3 months)
- Bank statements (last 2 months)
- Employment verification letter
- Updated debt-to-income calculation

Upon receipt and verification of these documents, we will provide final approval and loan terms. This conditional approval demonstrates our strong interest in working with you based on the information currently available.

Please contact our office at [Phone Number] if you need assistance gathering any required documentation or have questions about the approval process.

We look forward to completing your application,

[Name]

Credit Analyst

[Institution Name]

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