

Formal Loan Offer Letter

Subject: Loan Offer for [Loan Type]

Dear [Applicant Name],

We are pleased to inform you that your application for a [Loan Type] with [Bank/Institution Name] has been approved. The approved loan amount is [Amount], with an interest rate of [Rate]% per annum and a repayment tenure of [Tenure].

Please find attached the detailed loan agreement, terms and conditions, and repayment schedule.

Kindly review, sign, and return the documents by [Deadline Date] to initiate the disbursement process.

For any questions, feel free to contact our loan department at [Contact Information].

Sincerely,

[Your Name]

[Title/Position]

[Bank/Institution Name]

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