

Personal Loan Application

Subject: Application for Personal Loan

Dear Loan Officer,

I am writing to formally request a personal loan of \$[Amount] from your esteemed bank. I have been a loyal customer for [Number] years and maintain a good credit standing.

The loan is required for [Purpose - home renovation/medical emergency/education/etc.]. I am confident in my ability to repay the loan according to the agreed terms and conditions.

My monthly income is \$[Amount] and I am employed with [Company Name] as [Position] for the past [Duration]. I have attached all necessary documents including salary certificates, bank statements, and identification proof.

I would appreciate the opportunity to discuss the loan terms and interest rates at your convenience.

Thank you for considering my application.

Respectfully yours,

[Your Name]

[Employee ID/Reference]

[Contact Details]

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