

Introduction



Dear Sir/Madam,
We are pleased to inform you that your application for a loan has been approved. The loan amount is \$10,000.00. The interest rate is 5% per annum. The loan term is 12 months. The monthly installment is \$850.00. The first installment is due on the 1st of the next month. Please contact us for more details.



Best regards,
[Signature]