

Dear Sir/Madam,

Quite recently, I have opened a business of my own at [property address]. The name of the business that I have opened is [name of business].

Now, it's over a period of [number] months and I had made an amazing progress in the business and I have earned around in this half yearly period of \$[amount]. In fact, I have been earning every month around \$ [amount] and I would like you to process the application for loan as quick as possible.

As the profit of the current business is growing in an amazing way, I would be requiring the amount immediately.

Please let me know when you will be processing the loan application.

I will be starting my work once loan amount of \$[amount] reaches my account.

The bank account number is

The name of the bank is.....

I have attached the documents related to the registration of the business I am running as a sole proprietor and also would like to expand in [specific market area] in the city of [name city] in the current state of { state name] of US.

I will making the purchases immediately in concern with the expansion and along with paperwork activities. So, I would be grateful if you quickly process the loan application.

I would like to inform you also that I had a conversation with the customer service department of your loan institution. They had sent a form where I had mentioned all ,the necessary details for loan requirement.

I have an excellent business plan and I have done the paperwork accordingly. I would like to let you know that I do have a very good credit history. I have always paid the loan on time.

I would be grateful if you process the loan application soon.

Thanking You,

Yours Sincerely,

[your name]

[date]