

**[Lending Institution Name]**

[Address]

[City, State, Zip Code]

[Phone Number]

**[Date]**

**[Borrower Name]**

[Business Name]

[Borrower Address]

[City, State, Zip Code]

**RE: Conditional Commitment Letter for SBA [7(a) or 504] Loan**

Dear [Borrower Name],

We are pleased to inform you that [Lending Institution Name] has approved your request for a small business loan, subject to the guarantee of the U.S. Small Business Administration (SBA). This commitment is subject to the terms and conditions outlined below:

- **Loan Amount:** \$[Amount]
- **Interest Rate:** [Rate]% (Fixed/Variable)
- **Term:** [Number of Months/Years]
- **Collateral:** [Description of Collateral/Security Interest]
- **Guarantors:** [Names of Personal or Corporate Guarantors]

**Conditions for Closing:**

This commitment is contingent upon the satisfaction of the following requirements prior to funding:

1. Receipt of a formal Authorization from the Small Business Administration (SBA).
2. Verification of equity injection in the amount of \$[Amount].
3. Satisfactory review of final construction bids or purchase agreements (if applicable).
4. Updated financial statements and tax returns for the business and guarantors.
5. Obtaining required insurance policies, including life, hazard, and flood insurance as applicable.
6. Completion of a satisfactory environmental report and real estate appraisal.
7. Payment of all SBA guarantee fees and closing costs.

This conditional commitment will expire on [Expiration Date] if not accepted or if closing has not occurred. This letter is not a final contract but an outline of the conditions under which the lender intends to lend.

Please indicate your acceptance of these terms by signing below and returning this letter by [Deadline Date].

Sincerely,

[Signature]

[Name of Loan Officer]

[Title]

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**Acceptance:**

The undersigned hereby accepts the terms and conditions of this Conditional Commitment Letter.

Borrower Signature: \_\_\_\_\_ Date: \_\_\_\_\_