

[Date]

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

Subject: Conditional Approval of Auto Loan

Dear [Borrower Name],

We are pleased to inform you that your application for an auto loan has been conditionally approved, supported by a personal guarantee from [Guarantor Name].

The terms of your approved loan are as follows:

- **Loan Amount:** \$[Amount]
- **Vehicle Description:** [Year, Make, Model]
- **Interest Rate:** [Percentage]%
- **Loan Term:** [Number of Months] months
- **Monthly Payment:** \$[Amount]

This approval is subject to the following conditions:

1. Verification of the vehicle's purchase price and condition.
2. Final signature of the Loan Agreement by the Borrower.
3. Execution of the Guarantee Agreement by [Guarantor Name].
4. Proof of comprehensive and collision insurance naming [Lender Name] as the loss payee.

Please contact our loan department at [Phone Number] to schedule a time to sign the final documents. This offer is valid until [Expiration Date].

Sincerely,

[Name of Loan Officer]
[Title]
[Lender Name]

cc: [Guarantor Name]