

[Date]

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

Subject: Approval of Your Auto Loan Application

Dear [Customer Name],

We are pleased to inform you that your application for an auto loan has been approved. Below are the details regarding your loan agreement:

- **Loan Amount:** \$[Amount]
- **Interest Rate (APR):** [Percentage]%
- **Loan Term:** [Number of Months] months
- **Monthly Payment:** \$[Amount]
- **First Payment Date:** [Date]

To finalize your loan, please provide the following documents:

- Signed Loan Agreement
- Proof of Full Coverage Insurance
- Vehicle Bill of Sale

Once we receive these documents, the funds will be disbursed to the dealership or your designated account.

If you have any questions, please contact our loan department at [Phone Number] or [Email Address].

Congratulations on your new vehicle purchase!

Sincerely,

[Loan Officer Name]  
[Financial Institution Name]