

[Financial Institution Name]
[Street Address]
[City, State, Zip Code]
[Phone Number]

[Date]

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

Subject: Pre-Approval for Auto Financing

Dear [Borrower Name],

Congratulations! We are pleased to inform you that you have been pre-approved for an auto loan with [Financial Institution Name]. This pre-approval is based on the information provided in your application and a review of your credit profile.

Your pre-approval details are as follows:

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

Please present this letter to the dealership when shopping for your vehicle. This pre-approval is subject to the following conditions:

- Verification of current income and employment.
- The vehicle must meet our age and mileage requirements.
- A signed sales contract and a valid insurance policy.
- No material change in your financial condition or credit score.

We look forward to helping you get behind the wheel of your new vehicle. If you have any questions, please contact our lending department at [Phone Number].

Sincerely,

[Name of Loan Officer]
[Title]
[Financial Institution Name]