

[Date]

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

Subject: Conditional Approval of Auto Loan Application

Dear [Applicant Name],

We are pleased to inform you that your application for an auto loan has been conditionally approved. At [Lender Name], we specialize in helping customers build or rebuild their credit through manageable financing options.

Your approval details are as follows:

- **Maximum Loan Amount:** \$[Amount]
- **Interest Rate (APR):** [Percentage]%
- **Loan Term:** [Number] Months
- **Required Down Payment:** \$[Amount]

To finalize your loan and proceed with your vehicle purchase, please provide the following documents:

- Most recent pay stubs (last 30 days)
- Proof of residency (utility bill or bank statement)
- Valid Driver's License
- Proof of full coverage insurance

This approval is valid until [Expiration Date]. Please note that final funding is subject to vehicle inspection and verification of all information provided in your application.

Congratulations on your approval. We look forward to helping you get on the road.

Sincerely,

[Loan Officer Name]

[Lender Name]

[Phone Number]

[Email Address]