

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

[Date]

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

Subject: Conditional Approval for Used Vehicle Financing

Dear [Applicant Name],

We are pleased to inform you that your application for used vehicle financing has been conditionally approved based on the preliminary information provided. Please review the details of your conditional approval below:

- **Maximum Loan Amount:** \$[Amount]
- **Vehicle Year Range:** [Year] or newer
- **Maximum Mileage:** [Number] miles
- **Estimated Interest Rate (APR):** [Percentage]%
- **Term Length:** [Number] months
- **Required Down Payment:** \$[Amount]

Conditions for Final Approval:

This approval is subject to the verification of the following items:

1. Proof of income (most recent pay stubs or tax returns).
2. Proof of residence (utility bill or lease agreement).
3. Valid driver's license.
4. Proof of full coverage auto insurance.
5. A signed bill of sale for a vehicle meeting our age and mileage requirements.
6. Satisfactory inspection of the chosen vehicle by our authorized agents.

Please note that this offer is valid until [Expiration Date]. Interest rates and terms are subject to change based on final vehicle selection and credit verification updates.

To move forward with your purchase, please contact our finance department at [Phone Number] or visit us at our location.

Sincerely,

[Name of Finance Manager/Representative]

[Title]

[Company Name]