

**[Lending Institution Name]**

[Address Line 1]

[City, State, Zip Code]

[Phone Number]

**Date:** [Current Date]

**[Borrower Name]**

[Business Name]

[Business Address]

[City, State, Zip Code]

**RE: Notice of Loan Approval**

Dear [Borrower Name],

We are pleased to inform you that your application for a Small Business Administration (SBA) Commercial Property Loan has been approved. Below are the specific terms and conditions associated with this approval:

- **Loan Program:** [SBA 7(a) / SBA 504]
- **Loan Amount:** \$[Amount]
- **Interest Rate:** [Percentage]% [Fixed/Variable]
- **Term:** [Number of Years] years
- **Collateral:** [Property Address/Description]
- **Monthly Payment:** \$[Amount]

This approval is subject to the following conditions being met prior to closing:

1. Satisfactory appraisal of the subject property.
2. Environmental site assessment (Phase I/II) results.
3. Verification of equity contribution and available liquid assets.
4. Evidence of hazard and liability insurance naming the lender as loss payee.
5. Final review of updated financial statements and tax returns.

A formal Commitment Letter and a list of required closing documents will be sent to you shortly. This approval is valid until [Expiration Date].

Congratulations on this milestone for your business. We look forward to working with you to finalize this transaction.

Sincerely,

[Officer Signature]

**[Loan Officer Name]**

[Title]

[Lending Institution Name]