

[Lending Institution Name]

[Street Address]

[City, State, Zip Code]

[Phone Number]

[Date]

[Borrower Name]

[Business Name]

[Street Address]

[City, State, Zip Code]

RE: Approval of SBA Equipment Financing Loan

Dear [Borrower Name],

We are pleased to inform you that your application for an SBA-backed equipment financing loan has been approved. Below are the specific terms and conditions associated with this approval:

- **Loan Amount:** \$[Amount]
- **SBA Program:** [e.g., 7(a) or 504 Program]
- **Interest Rate:** [Rate]%
- **Repayment Term:** [Number] Months/Years
- **Collateral:** [Description of Equipment being financed]
- **Monthly Payment:** \$[Amount]

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

1. Verification of final equipment invoice from the vendor.
2. Execution of the SBA Loan Agreement and Promissory Note.
3. Proof of appropriate insurance coverage for the equipment.
4. [Additional Condition, if applicable]

Please review these terms carefully. To proceed with the closing process, please sign and return the enclosed documents by [Expiration Date].

Congratulations on the growth of your business. We look forward to working with you.

Sincerely,

[Signature]

[Name of Loan Officer]

[Title]

[Lending Institution Name]