

[Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

Subject: Approval of Commercial Working Capital Loan

Dear [Contact Person Name],

We are pleased to inform you that [Lending Institution Name] has approved your application for a Commercial Working Capital Loan. Below are the finalized terms and conditions of your financing:

- **Loan Amount:** \$[Amount]
- **Loan Type:** Working Capital [Line of Credit / Term Loan]
- **Interest Rate:** [Percentage]% [Fixed/Variable]
- **Repayment Term:** [Number of Months/Years]
- **Origination Fee:** \$[Amount]
- **Collateral:** [Description of Collateral or Unsecured]

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

1. Execution of all standard loan documents and security agreements.
2. Verification of updated financial statements.
3. [Additional Condition 1]
4. [Additional Condition 2]

Please review the attached loan agreement for full details. To accept this offer, please sign and return the documents by [Expiration Date]. Once received, we will coordinate the disbursement of funds to your designated business account.

Congratulations on the growth of your business. We look forward to a successful partnership.

Sincerely,

[Officer Name]

[Title]

[Lending Institution Name]

[Phone Number]

[Email Address]